



Town of Hilton Head Island
**FINANCE & ADMINISTRATIVE
COMMITTEE MEETING**
1 Town Center Court, Hilton Head Island, SC
Benjamin M. Racusin Council Chambers
Tuesday, August 15, 2023, 1:00 PM

The meeting can be viewed on the [Town's YouTube Channel](#), the [Beaufort County Channel](#), 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. Adoption of the Agenda

4. Approval of the Minutes

a. Regular Meeting Minutes of June 20, 2023

b. Regular Meeting Minutes of July 18, 2023

5. Appearance by Citizens: Citizens who wish to address the Committee on the matters being discussed during the meeting may do so by submitting the [Request to Speak form](#) by 12:00 PM the day of the meeting.

6. Unfinished Business

a. Discussion of Municipal Installment Purchase Revenue Bond – John Troyer, Finance Director

7. New Business

a. Presentation by the Coastal Community Development Corporation – John Troyer, Finance Director

b. Consideration of a Resolution to Authorize Submittal of the Community Development Block Fund (CDBG) Entitlement Program Consolidated Annual Performance Evaluation Report (CAPER) for Program Year 2022 to the U.S. Department of Housing and Urban Development – Marcy Benson, Senior Grants Administrator

8. Adjournment



Town of Hilton Head Island
**FINANCE & ADMINISTRATIVE
COMMITTEE MEETING**
Tuesday, June 20, 2023, 1:00 PM
Minutes

Present from the Committee: Alex Brown, Chairman; Tamara Becker, Steve Alfred, Glenn Stanford, *Members*

Absent from the Committee: David Ames

Present from Town Council: Patsy Brison

Present from Town Staff: Josh Gruber, *Deputy Town Manager*; John Troyer; *Director of Finance*; Jeff Herriman, *Treasurer*; Crystal Bollino, *Senior Accountant*; Bob Bromage, *Public Safety Director*; Cindaia Ervin, *Assistant Town Clerk*

1. Call to Order

Mr. Brown called the meeting to order at 1:00 PM.

2. FOIA Compliance

Ms. Ervin affirmed compliance with FOIA.

3. Adoption of the Agenda

Mr. Stanford moved to approve. Mr. Alfred seconded. Motion carried 3-0.

4. Approval of the Minutes

a. Regular Meeting Minutes of May 16, 2023

Mr. Stanford moved to approve. Mr. Alfred seconded. Motion carried 3-0.

5. Appearance by Citizens

Mr. Skip Hoagland addressed the Committee regarding the Town's Designated Marketing Organization. Mr. Hoagland asked that the Committee monitor the Chamber, requesting to see the accounting and financial records. He asked for a forensic audit. Mr. Hoagland is also interested in a traffic study, siting the length of time it took to travel from I95 to Windmill Harbor.

Skip Hoagland stated he was speaking on behalf of Lynn Greely. He proceeded to make comments regarding the South Carolina Tax and Accommodations Tax laws as well as the workings of the Hilton Head Island-Bluffton Chamber of Commerce.

6. New Business

a. Discussion of Municipal Installment Purchase Revenue Bond – John Troyer, Finance Director

John Troyer addressed the committee noting this as a preliminary discussion of the Municipal Installment Purchase Revenue Bond. Mr. Troyer discussed the Debt Service Fund budget revenues indicating what revenues and taxes pay for specific bonds incurred by the Town. He highlighted the diversity in methods of payments and the different diversity in bonds. Mr. Troyer referred to the Natural Disaster Fund and that the Town is still pursuing and collecting money from FEMA for Hurricane Matthew. He commended Town Council for adopting a policy that raised the reserve requirements and increased the contribution to its General Fund to create capacity in case of future natural disasters.

Mr. Troyer continued with the presentation of several debt structure options that are available to the Town to include fire truck leases, and various bonds or by taking multiple revenue sources and package together.

Mr. Troyer introduced both Frannie Heizer of Burr Forman as the Town's Bond Counsel and Brent Robertson of Stifel, as the Town's Financial Advisor. Ms. Heizer addressed the Committee regarding the Municipal Installment Revenue Bonds. In 1994, the Town was able to accomplish beach renourishment through a lease purchase as well as to purchase the current Town Hall through a lease purchase. The Legislation in the 1990s that allowed Capital Improvements through a lease purchase was eliminated, with the exception for purchase of equipment (the example of a fire truck.) Installment Revenue Purchase Bond (IRPB) is a newer form of a lease where the Town would create a nonprofit to issue debt on its behalf. The project would form part of the collateral for the borrowing if the Town chose to not appropriate the use of the facilities and the Hilton Head Island Public Service Corporation could be revived for this initiative. Ms. Heizer continued by explaining that this structure works well when you are financing a number of different projects and you have a number of different streams of revenue that you want to use to finance those projects.

Mr. Robertson addressed the Committee explaining the benefits to this approach as opposed to special obligation bonds, where each bond has a direct pledge of the respective repayment sources. One of the greatest strengths of an IRPB, is at any given year, if one of your revenue sources is doing exceptionally better than the others, there's the possibility that you use the overage in collections to the IRPB and can potentially become a great tool for flexibility. The downside is if you overcommit, starting additional projects, the Municipality can put itself in a position where it was dependent on it in the following year and look to other available areas to source. However, the Town will get the head's up on this because the Town is appropriating through the budget every year.

Council members asked questions and made comments regarding: funds being used to increase the Natural Disaster Fund; Town Council's adoption of the policy that raised the reserve requirements and increased contributions to the General Fund; the Beach Preservation Fees; additional conversations related to the Fire Rescue Truck fleet in the Capital Improvement Fund as a lease; questions regarding the details of the Capital Improvement Project budget for 2024; the current interest rate environment with a request for additional clarity on the possible future interest rates; inflation and the costs in relation to additional credit availability for future needs; the bonding for a specific revenue stream vs bundling; and the entire list of revenue sources available to be bundled.

Chairman Brown called for citizen comments.

Ms. Risa Prince addressed the Committee questioning the fact that our beach renourishment, Accommodations Tax and Accommodations Tax Revenues are being so highly linked to the same sources of revenue, (tourism business) does this pose any risk to our bond rating if consolidated into this new instrument.

Mr. Skip Hoagland addressed the Committee regarding Debt Service Fund budget reviews. He requested that the Town hire an independent forensic auditor as well as an FBI level auditor to work for the Committee and Town Council.

7. Adjournment

The meeting was adjourned at 2:07 PM.

APPROVED:

The recording of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov



Town of Hilton Head Island
**FINANCE & ADMINISTRATIVE
COMMITTEE MEETING**
Tuesday, July 18, 2023, 1:00 PM
Minutes

Present from the Committee: Alex Brown, Chairman; David Ames, Steve Alfred, Glenn Stanford, *Members*

Present from Town Staff: Josh Gruber, *Deputy Town Manager*, John Troyer, *Director of Finance*; Bob Bromage, *Public Safety Director*; April Akins, *Revenue Services Manager*; Jennifer Ray, *Capital Program Manager*; Cindaia Ervin, *Assistant Town Clerk*

1. Call to Order

Mr. Brown called the meeting to order at 1:00 PM.

2. FOIA Compliance

Ms. Ervin affirmed compliance with FOIA.

3. Adoption of the Agenda

Mr. Ames moved to approve. Mr. Alfred seconded. Motion carried 4-0.

4. Approval of the Minutes - None

5. Appearance by Citizens

Melinda Tunner addressed the Committee regarding the budget workshops to include Capital Planning. She suggested the Committee consider various strategies to mitigate upcoming large expenses.

Skip Hoagland addressed the Committee by reading a letter he wrote to Carlton Dallas, Beaufort County School Board Member. He asked Mr. Dallas to focus on local issues, the Greater Island Council, and their memberships. Mr. Hoagland also suggested the need for an analysis of the HHI-Bluffton Chamber accounting procedures.

Skip Hoagland stated he was speaking on behalf of Lynn Greely. He proceeded to make comments regarding the workings of the Hilton Head Island-Bluffton Chamber of Commerce requesting the Town's Designated Marketing Organization (DMO) have a forensic audit performed with an independent CPA firm appointed.

6. New Business

- a. Presentation of Preliminary Fiscal Year 2023 Financial Information – John Troyer, Finance Director

John Troyer addressed the Committee with a presentation regarding the preliminary Fiscal Year 2023 financial information. He noted the budget was approximately 95% complete with several outstanding transactions, such as a large Accommodations Tax Advisory Committee (ATAC) payment, that will occur in July to be counted for June.

Mr. Troyer noted that General Fund revenues have been strong. He said revenues exceeded the last four years and met budget projections. He reported on the following: Property Taxes were fully collected; Stormwater Tax collection is nearly complete; Beach fees are collected monthly, and the year-to-date graph was presented; Real Estate Transfer fees were reviewed, with exception of June; Hospitality Tax collections continue and more are expected this month and Council will be updated accordingly; Business License Revenue numbers were based on the past 12 months and have already exceeded 2022 and 2021 and in addition, all FY2023 payments are expected to be recorded at the end of July with the final picture of the 2023 Fiscal Year available in August.

There will be additional information provided along with reporting by Business Class. Interest Earnings has been refined with improved methodology in investments. As the Federal Reserve raised interest rates, the Town took advantage of it with good outcome.

Mr. Troyer introduced Jennifer Ray, Capital Program Manager, to address the Committee regarding Capital Improvement Projects within the Town.

Jennifer Ray began her presentation to the Committee by sharing that the Capital Improvement Projects (CIP) Division has been in a planning-and-design year. Some of the major Town Council approved projects are targeted for after tourist season which includes permit and prepare for construction in various Town Parks, and initiate construction of Islanders Beach Park Central Pathway, Woodhaven Pathway and Shelter Cove Pathway. Ms. Ray indicated that Town Hall improvements as well as the Palmetto Bay Road/ Arrow Road intersection were almost finished. She went on to state that replacement of the beach-park boardwalks at Driessen Beach Park and Folly Field Beach Park will have a staggered start for construction throughout October, November, and December so both access points aren't closed at the same time. Additionally, plans are underway for paving of some of the Island dirt roads, the pickleball courts at Old Schoolhouse Park, and additional stormwater projects.

Ms. Ray also noted additional details including that the timeline for most CIP projects begin after Labor Day and end before Heritage Week. The parks

that have approved master plans will be moving into the detailed design and permitting stage, gearing up the next project-group for construction. The Town has a good mix of what will be in planning-and-design, and what will be in permitting-and-construction. This creates a visible pattern where people can see how the Town is improving the Island. In addition, Ms. Ray indicated that there have been interviews for the two Town Council approved Construction Manager positions. Additionally, CIP has implemented some strategies to batch projects together, noting that three or four projects pushed together into a larger project could be more attractive and worth a contractor's time to bid. With the increased capacity, the focus on capital projects being a standalone division, and the additional staff, this will help produce more out of the CIP budget. Ms. Ray also noted that Beach Renourishment is on the horizon for 2025. It is currently in the permitting phase, and it is anticipated to be completed in December of 2025.

Committee members asked questions and made comments regarding the CIP building capacity budget number versus the actual production; if the amount produced can move closer to the budget number; and the Beach Renourishment project.

Mr. Troyer concluded the presentation by referencing revenue trends with a sample of the economic activity. There has been a tremendous bounce back from 2019 COVID year as the Town has exceeded its expectations substantially. In summary, Revenues for 2022 look outstanding and Town Operations are within budget. Capital Plans, as presented by Ms. Ray, are underway. The Town has reduced some of its debt. And by adding to the General Fund balance, this will enable the Town to have the ability to invest in the Island.

Committee members asked questions and made comments regarding: the communication with the Island's real estate professionals; the available capital in the future for land acquisition; the ATAX and Business License budget number additions expected by the end of July; the request to track the number of opening and closing businesses on the Island along with the trend lines; the request to know the total number of short-term availability based on rentals, time shares and hotel rooms; additional clarity with the General Fund budget numbers being down versus the departments' budget numbers being higher; and the surplus moving into the General Fund, in relation to Capital Improvements.

Councilman Brown asked for citizen comments.

Risa Prince commented to the Committee that she would like to know where we are on budget compared to what Town Council has planned for the year. The presentation shows the budget review compare actual results of the fiscal year vs prior fiscal years and not compare to the budget adopted. Ms. Prince would also like Town Council to reevaluate the assumption that all revenue surplus goes directly into the General Fund.

Melinda Tunner commented to the Committee on the financial presentation by Mr. Troyer and how to better communicate those results to the public. She suggested that the presentations be consolidated with a comparison to focus on the budget and not a focus on prior years. Ms. Tunner also noted the CIP plan shown in the presentation does not include what has been spent or an estimate of the year end.

- b.** Consideration of an Ordinance Authorizing and Directing the Town of Hilton Head Island to Enter into an Intergovernmental Agreement Relating to South Carolina Local Revenue Services; to Participate in one or more Local Revenue Service Programs; to Execute and Deliver one or more Participant Program Supplements; and Other Matters Relating Thereto – John Troyer, Director of Finance.

April Akins, Revenue Services Manager, presented to the Committee the updated changes to the Municipal Association of South Carolina (MASC) Collection Program and how those changes impact the Town. The Town participates in the Municipal Association's Collection Program for certain Business License Taxes which include Insurance Tax Collection Program (ITP); Brokers Tax Collection Program (BTP); and Telecommunication's Tax Collection Program (TTP.) MASC has rebranded these programs as Local Revenue Services with subsequent updated names to the three listed programs. The terms on which MASC has delegated the authority to resolve litigation on behalf of its members has now been clarified and added into the Ordinance. Also included is an appeal process which was required by and consistent with Act 176. These have now been formally adopted within the Ordinance. The updated Ordinance, Agreement and Supplement will not change the operation of the Local Revenue Services Collection Program and how it is administered. MASC will continue to administer and collect our Business License Taxes within the collection programs ITP, BTP, and TTP. Rates will remain the same with administrative fees being 4% off the gross proceeds. Distribution of the collected amount will remain in the same manner as they are currently. Some changes include that the Agreement is an Intergovernmental Agreement among all the participating governments. Rather than a series of standalone agreements across the state, Local Revenue Services will act in its own name as a division of MASC Board of Directors.

Committee members asked questions and made comments regarding the process for Town Staff; the mechanism MASC used to make the changes; and the cost of administrative fees.

Mr. Ames moved to forward the recommendation from staff to Town Council for consideration of an ordinance authorizing and directing the Town of Hilton Head Island to enter into an Intergovernmental Agreement relating to South Carolina Local Revenue Services; to participate in one or more Local Revenue Service Programs; to execute and deliver one or more Participant

Program Supplements; and other matters relating thereto for consideration.
Mr. Sanford seconded the motion. The motion carried 4-0.

7. Adjournment

The meeting was adjourned at 2:07 PM.

APPROVED:

The recording of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov

DRAFT



TOWN OF HILTON HEAD ISLAND

Finance & Administrative Committee

TO: Finance and Administrative Committee
FROM: John M. Troyer, Finance Director
CC: Marc Orlando, ICMA-CM, Town Manager
DATE: July 25, 2023
SUBJECT: Discussion of Municipal Installment Purchase Revenue Bond

RECOMMENDATION:

Town staff recommends the Finance and Administrative Committee continue its discussion of Municipal Installment Purchase Revenue Bonds.

BACKGROUND:

The Finance and Administrative Committee has previously discussed Installment Purchase Revenue Bonds (IPRB). This agenda item would provide the Committee another opportunity to discuss these and other options with the Committee. Previously the Committee has heard from its Bond Counsel – Frannie Heizer, and its Financial Advisor – Brent Robertson on some of the considerations for this financing option.

SUMMARY:

The Finance and Administrative Committee can continue its discussion of Municipal Installment Purchase Revenue Bonds.

ATTACHMENTS:

1. CIP Fiscal 2024- 2028 Town of Hilton Head Island

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
BEACH MANAGEMENT													
B1	Beach Management & Monitoring	\$ 300,000	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	Ongoing activities as to manage the beach including SLR/Resiliency, endangered species monitoring, Beach Program Economic Sustainability Analysis, etc.	1A
B2	Beach Renourishment	\$ 600,000	\$ -	\$ -	\$ -	\$ 700,000	\$ 700,000	\$ 35,000,000	\$ 500,000	\$ 500,000	\$ 500,000	Activities related to the next Renourishment Project, including permitting, bidding, etc. Construction of Renourishment Project anticipated in FY25	1A
BEACH PARK IMPROVEMENTS													
	Beach Park Maintenance & Improvements	\$ 350,000	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	Maintenance and general improvements to 7 beach parks such as paving, landscaping, lighting, and site furnishings, etc. Includes replacement of roof on restroom building at Folly Field Beach Park	1A
B3	Driessen Beach Park Boardwalk Replacement	\$ 600,000	\$ 556,000	\$ -	\$ 556,000	\$ 250,000	\$ 806,000	\$ -	\$ -	\$ -	\$ -	Replacement of boardwalk and construction of overlook pavilion at Driessen Beach Park	1A
B4	Folly Field Beach Park Boardwalk Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete by end of FY23	1A
B5	Islanders Beach Park Improvements	\$ 500,000	\$ 400,000	\$ -	\$ 400,000	\$ 1,250,000	\$ 1,650,000	\$ 1,650,000	\$ -	\$ -	\$ -	Design (Final) & Permitting of improvements at existing Beach Park including parking for beach passholders, pathways, and playground amenity area improvements. Start Construction in FY24 and finish in FY25.	1A
B6	Coligny Beach Park/Parking	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	Improvements to existing decking and substructure	1A
	Driessen Beach Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 2,500,000	Future enhancements to vehicular/pedestrian circulation including accessibility, improved beach access, new site furnishings/lighting, playground, landscape enhancements	1B
	Fish Haul Beach Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	Future enhancements to vehicular/pedestrian circulation including accessibility, improved beach access, new site furnishings/lighting, playground, landscape enhancements	1B
	Folly Field Beach Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future enhancements to vehicular/pedestrian circulation including accessibility, improved beach access, new site furnishings/lighting, playground, landscape enhancements	X
	<i>Total BEACH PARK IMPROVEMENTS</i>	\$ 1,650,000	\$ 956,000	\$ -	\$ 956,000	\$ 1,750,000	\$ 2,706,000	\$ 2,400,000	\$ 250,000	\$ 600,000	\$ 3,100,000		
B7	Harbour Town Dredge	\$ 600,000	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	Agreement with South Island Dredging Association to assist with funding for dredging of Harbour Town Yacht Basin and Braddock Cove Creek; Funding approved in FY19, 20, and 21 budgets	N/A
	Beach Project Management and Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Miscellaneous unexpected project expenses	N/A
	TOTAL BEACH MANAGEMENT	\$ 3,150,000	\$ 1,556,000	\$ -	\$ 1,556,000	\$ 3,000,000	\$ 4,556,000	\$ 37,800,000	\$ 1,150,000	\$ 1,500,000	\$ 4,000,000		

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
PATHWAY MANAGEMENT													
	Pathway Maintenance & Improvements	\$ 807,670	\$ 345,000	\$ -	\$ 345,000	\$ -	\$ 345,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	Maintenance and Improvements to existing pathways including Repair, Rejuvenation, and Striping plus Safety and Enhancements aimed at improving consistency and uniformity of all pathway signs, landings, crosswalks, pavement markings, ADA compliance, etc. May include Preliminary Planning, Design (Conceptual & Final), Permitting, and/or Construction depending on specific project. Includes replacement of pathway boardwalk decking on Spanish Wells and Assessment/repair of all pathway boardwalks.	1B
Pa5	Pathway Improvement Master Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	Island-wide pathway and connectivity plan based on recommendations from Corridors Plan and Pathway Assessment Report. Project will identify existing pathways, gaps/improvement areas, and new pathway segments. Project will include well-defined standards for pathway design and maintenance.	1B
	NEW PATHWAY SEGMENTS												
Pa1	Shelter Cove Lane	\$ 304,841	\$ 260,000	\$ -	\$ 260,000	\$ 150,000	\$ 410,000	\$ -	\$ -	\$ -	\$ -	Construction of +/- 900 LF pathway from William Hilton Parkway to Shelter Cove Park	1A
Pa2	Woodhaven Drive/Lane	\$ 349,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete by end of FY23	N/A
Pa3	William Hilton Parkway EB (Mathews Drive/Folly Field Road to Shelter Cove Lane)	\$ 1,337,177	\$ 1,280,000		\$ 1,280,000	\$ -	\$ 1,280,000	\$ 1,220,000	\$ -	\$ -	\$ -	Easement Acquisition & Construction of Phase 1 of +/- 6,000 LF of pathway from Shelter Cove Lane (at BCSO) to Mathews Drive at Folly Field Road. Phase 2 Construction planned for FY25.	1A
Pa4	Jonesville Road	\$ 2,125,000	\$ 1,970,000	\$ 1,470,000	\$ 500,000	\$ -	\$ 500,000	\$ 1,500,000	\$ 3,000,000	\$ -	\$ -	Design (Final), Permitting, & significant Easement Acquisition of +/- 1.2 miles of pathway along Jonesville Road. Construction starting in FY25.	1A
	William Hilton Parkway EB (Wexford to Arrow Road)	\$ -	\$ -	\$ -	\$ -	\$ 1,925,000	\$ 1,925,000	\$ -	\$ -	\$ -	\$ -	Permitting, Easement Acquisition, and Construction of pathway from Village at Wexford to Arrow Road	1B
	William Hilton Parkway EB (Port Royal Plaza to Mathews Drive/Folly Field Road)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 2,500,000	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of +/- 1 mile of pathway from Folly Field Road to Port Royal Plaza	1B
	William Hilton Parkway at Sea Pines Circle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway around perimeter of Sea Pines Circle	1B
	William Hilton Parkway EB (Gum Tree Road to Gardner Drive)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway from Gardner Drive to Gum Tree Road	3
	William Hilton Parkway EB (Squire Pope Road to Gum Tree Road)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway from Gum Tree Road to Squire Pope Road	3
	William Hilton Parkway WB (Bridge to Jenkins Road to Squire Pope Road)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway from Bridge to Squire Pope Road	3
	Dunnagans Alley (Wexford Drive to Arrow Road)	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 2,200,000	\$ -	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting of streetscape improvements from Wexford Drive to Arrow Road. Easement Acquisition & Construction planned for FY25 & FY26.	X
	Cross Island Parkway (Coastal Discovery Museum Access) to Spanish Wells Road	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway from Cross Island Parkway access to Spanish Wells Road	1A

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
	Shelter Cove Towne Centre to Shelter Cove Marina	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 3,000,000	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of +/- 2000 LF of pathway from Shelter Cove Marina to Shelter Cove Community Park	1B
	South Forest Beach (from HAWK Signal to Marriott Hotel)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway on South Forest Beach Drive	1
	Lagoon Road (Avocet Road to North Forest Beach Drive)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future Preliminary Planning, Design (Conceptual & Final), Permitting, Easement Acquisition, and Construction of pathway on Lagoon Road	1
Pa6	Cordillo Parkway at Pope Avenue	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 550,000	\$ -	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting of pathway connection from Pope Avenue to Shipyard along Cordillo Parkway. Construction planned for FY25.	X
	<i>Total NEW PATHWAY SEGMENTS</i>	\$ 4,116,330	\$ 3,510,000	\$ 1,470,000	\$ 2,040,000	\$ 2,325,000	\$ 4,365,000	\$ 5,470,000	\$ 3,150,000	\$ 2,750,000	\$ 3,150,000		
	Pathway Project Management and Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Miscellaneous unexpected project expenses	N/A
	TOTAL PATHWAY MANAGEMENT	\$ 4,924,000	\$ 3,855,000	\$ 1,470,000	\$ 2,385,000	\$ 2,425,000	\$ 4,810,000	\$ 6,070,000	\$ 3,600,000	\$ 3,200,000	\$ 3,600,000		

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
ROADWAY MANAGEMENT													
	DIRT ROAD ACQUISITION & PAVING PROGRAM											Program to accept dedications of private, unpaved roads to become public rights of way and then pave the roads and install storm drainage infrastructure.	
R1	Mitchelville Lane	\$ 678,583	\$ 647,965	\$ -	\$ 647,965	\$ -	\$ 647,965	\$ -	\$ -	\$ -	\$ -	Permitting & Construction of +/- 1300 LF paved road, pending 100% ROW Acquisition.	1A
R2	Pine Field Road	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete by end of FY23	N/A
R3	Horse Sugar Lane & Alice Perry Drive	\$ 150,000	\$ 89,000	\$ -	\$ 89,000	\$ 300,000	\$ 389,000	\$ -	\$ -	\$ -	\$ -	Design (Final), Permitting, & Construction of +/- 925 LF of paved road, pending 100% ROW Acquisition.	1A
R4	Freddie's Way	\$ 400,000	\$ 343,000	\$ -	\$ 343,000	\$ -	\$ 343,000	\$ -	\$ -	\$ -	\$ -	Design (Final), Permitting, & Construction of +/-500 LF paved road, pending 100% ROW Acquisition.	1A
R5	Alfred Lane	\$ 150,000	\$ 135,000	\$ 86,500	\$ 48,500	\$ -	\$ 48,500	\$ 500,000	\$ -	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting +/- 900 LF of paved road, pending 100% ROW Acquisition. Construction planned for FY25.	1A
	Aranda's Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,250	\$ 255,000	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting +/- 350 LF of paved road, pending 100% ROW Acquisition. Construction planned for FY25.	2
	Christopher Drive	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,250	\$ 525,000	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting +/- 950 LF of paved road, pending 100% ROW Acquisition. Construction planned for FY25.	2
	Darling Road	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,250	\$ 345,000	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting +/- 550 LF of paved road, pending 100% ROW Acquisition. Construction planned for FY25.	2
	Manatee Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 477,000	\$ -	\$ -	Preliminary Planning, Design (Conceptual & Final), & Permitting +/- 850 LF of paved road, pending 100% ROW Acquisition. Construction planned for FY25.	2
	Other Dirt Roads To Be Determined	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future paving of existing dirt roads	2
	<i>Total DIRT ROAD ACQUISITION & PAVING PROGRAM</i>	\$ 1,928,583	\$ 1,214,965	\$ 86,500	\$ 1,128,465	\$ 300,000	\$ 1,428,465	\$ 698,750	\$ 1,602,000	\$ -	\$ -		
	WILLIAM HILTON PARKWAY ENHANCEMENTS											Improvements to William Hilton Parkway from Sea Pines Circle to Spanish Wells Road (SCDOT Gateway project) targeting safety, beautification and consistency to include landscaping, signage, pavement markings, curbing etc.	
R10	William Hilton Parkway Gateway Corridor	\$ 300,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Additional planning on recommendations not included in SCDOT project	1
R6	Crosswalk Uniformity - Spot Intersection Improvements	\$ 200,000	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	Installation of consistent and uniform pathway signs, pavement markings, lighting, landscaping, and related traffic signs, etc. based on Corridors Plan	1
R7	Crosswalk Lighting - Northridge/Palmetto Parkway Safety Improvements	\$ 295,000	\$ 295,000	\$ -	\$ 295,000	\$ 455,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -	Design (Final), Permitting & Construction of improvements including lighting, crosswalk markings, and signage to enhance pedestrian safety.	1
R8	Turn Lane Extensions / Curb and Gutter	\$ 135,000	\$ 135,000	\$ 135,000	\$ -	\$ -	\$ -	\$ 135,000	\$ 1,200,000	\$ -	\$ -	Future addition of curb and gutter and extend turn lanes as necessary to prevent rutting and driving into the medians at William Hilton Parkway intersections with Wilborn Rd, Pembroke Dr, and Mathews Drive.	1
R9	Pedestrian and Vehicular Enhancements	\$ 1,142,051	\$ 550,000	\$ 50,000	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 360,000	\$ 3,000,000	\$ 3,000,000	Specific projects include the addition of power and water in medians and landscape enhancements including the removal, enhancement, and/or rejuvenation pruning of existing landscape.	1
R11	Adaptive Traffic Signal Management - all signalized intersections on William Hilton Parkway	\$ 2,065,224	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	Installation for 26 signals including Spanish Wells and Squire Pope	N/A
R12	Dillon Road at William Hilton Parkway - Right Turn Lane	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 300,000	\$ -	\$ -	Future Right Turn lane from Dillon Road onto William Hilton Parkway	1
	<i>Total WILLIAM HILTON PARKWAY ENHANCEMENTS</i>	\$ 4,287,275	\$ 2,280,000	\$ 335,000	\$ 1,945,000	\$ 505,000	\$ 2,450,000	\$ 285,000	\$ 2,010,000	\$ 3,000,000	\$ 3,000,000		
	POPE AVE., PALMETTO BAY ROAD, ARROW ROAD, & NEW ORLEANS ROAD STREETScape ENHANCEMENTS												
R13	Pope Avenue Streetscape Enhancements	\$ 443,000	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	Implementation of recommendations from the Corridors Planning project	1A

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
R14	Adaptive Traffic Signal Management - all signalized intersections on Palmetto Bay Road & Pope Avenue	\$ 543,480	\$ 275,000	\$ -	\$ 275,000	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ -	Installation for signals on Palmetto Bay Road & Pope Avenue	N/A
	Palmetto Bay Road Streetscape Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 5,000,000	Future streetscape improvements to Palmetto Bay Road Corridor from Cross Island Parkway to Sea Pines Circle including landscaping, pathways, signage, etc.	1B
	Arrow Road Streetscape Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Future streetscape improvements to Arrow Road including landscaping, pathways, signage, etc.	2
	New Orleans Road Streetscape Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Future streetscape improvements to New Orleans Road including landscaping, pathways, signage, etc.	2
	<i>Total POPE AVE., PALMETTO BAY ROAD, ARROW ROAD, & NEW ORLEANS ROAD STREETScape ENHANCEMENTS</i>	\$ 986,480	\$ 275,000	\$ -	\$ 275,000	\$ 500,000	\$ 775,000	\$ 3,000,000	\$ 3,000,000	\$ 150,000	\$ 5,300,000		
R15	Main Street Enhancements	\$ 225,000	\$ 75,000	\$ -	\$ 75,000	\$ 175,000	\$ 250,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	Design-Final & Permitting of improvements to Main Street from Whooping Crane to Wilborn Road including side streets (Museum Street, Central Avenue, and Merchant Street and North Main Street from Whooping Crane to Hospital Center Boulevard including roadway, pathways, streetscape, and drainage improvements. Construction planned for FY25 & FY26. Construction of a new roundabout at Wilborn Road is planned for FY27 and a new roundabout at Hospital Center Boulevard is planned for FY28.	1
R16	Squire Pope Road Crosswalks	\$ 150,000	\$ 150,000	\$ 15,000	\$ 135,000	\$ -	\$ 135,000	\$ -	\$ 150,000	\$ -	\$ -	Preliminary Planning, Design-Conceptual, & Design-Final for 3 crosswalks to access Town parks (Greens Shell Park, Rowing & Sailing Center at Squire Pope Community Park, Fords Shell Ring)	1
	Roadway Maintenance & Improvements	\$ 565,555	\$ 333,555	\$ -	\$ 333,555	\$ 352,445	\$ 686,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	Maintenance of and Improvements to existing roadways including general maintenance such as repair of potholes, curbing, and shoulders; pavement markings; permanent traffic signs; surveying, testing, and analysis; etc. Including Hospital Center Boulevard and Dune Lane (Town-owned portion, Jacana to Sandpiper).	1
	Closed Loop Traffic Signal Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 230,000	\$ 230,000	\$ -	\$ -	\$ -	\$ -	On-call contract for maintenance of closed loop signals	1
	Marshland Road (Mathews Drive to Leg O' Mutton)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	Future streetscape improvements from the Mathews-Marshland Round-a-bout to Leg O' Mutton	X
	Fish Haul Road/Baygall Road Corridor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future streetscape improvements to include traffic calming, landscaping, pathways, signage, etc. Project to be coordinated with Barker Field Park Master Plan.	1
R17	Wayfinding & Signage Master Plan	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	Island wide branding and style design guide based on recommendations from Corridor Study Project will identify new design standards, materials, implementation, etc.	N/A
	Roadway Project Management and Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Miscellaneous unexpected project expenses	N/A
	TOTAL ROADWAY MANAGEMENT	\$ 8,142,893	\$ 4,328,520	\$ 436,500	\$ 3,892,020	\$ 2,312,445	\$ 6,204,465	\$ 6,483,750	\$ 9,262,000	\$ 5,650,000	\$ 11,050,000		

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
PARK MANAGEMENT													
	PARKS & RECREATION												
PR1	Mid-Island Tract Park	\$ 5,200,830	\$ 3,900,000	\$ 3,000,000	\$ 900,000	\$ -	\$ 900,000	\$ 4,500,000	\$ 4,500,000	\$ 9,000,000	\$ -	Deign (Final) and Permitting of phase 1 of new community park. Construction starting in FY25.	1A
PR2	Chaplin Community Park Renovation	\$ 1,910,925	\$ 1,550,000	\$ -	\$ 1,550,000	\$ 450,000	\$ 2,000,000	\$ 600,000	\$ 600,000	\$ 5,000,000	\$ 600,000	Design (Final), Permitting and Construction of phase 1 renovation of existing Community Park.	1A
PR3	Crossings Park Renovation	\$ 1,829,586	\$ 1,550,000	\$ 1,000,000	\$ 550,000	\$ -	\$ 550,000	\$ 2,000,000	\$ 5,000,000	\$ 600,000	\$ 5,000,000	Design (Final) and Permitting of phase 1 renovation of existing Community Park. Phase 1 Construction in FY25.	1A
PR4	Shelter Cove Community Park Expansion	\$ 940,000	\$ 750,000	\$ 750,000	\$ -	\$ -	\$ -	\$ 560,000	\$ 4,000,000	\$ -	\$ -	Future expansion of existing Community Park	1A
PR5	Chaplin Linear Park with Treehouse	\$ 478,238	\$ 478,238	\$ 128,238	\$ 350,000	\$ -	\$ 350,000	\$ 2,500,000	\$ -	\$ -	\$ -	Design (Conceptual & Final) and Permitting of Phase 1 of Linear Park including trail head up-fit, pedestrian bridge at Broad Creek inlet, tree house, and marsh-side trail connection to Singleton Beach Road	1A
PR6	Patterson Family Property Park	\$ 1,385,656	\$ 1,300,000	\$ -	\$ 1,300,000	\$ 900,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	Permitting & Construction for new Neighborhood Park; FY22 CDBG Project included in Parks & Recreation Maser Plan	1A
PR7	Taylor Family Property Park	\$ 125,000	\$ 95,000	\$ -	\$ 95,000	\$ 905,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	Permitting & Construction for new Mini Park on +/- 4.9 acre Town-owned parcel at 252 Wild Horse Road; FY23 CDBG Project included in Parks & Recreation Master Plan	1A
PR8	Barker Field	\$ 500,000	\$ 400,000	\$ -	\$ 400,000	\$ 100,000	\$ 500,000	\$ 1,500,000	\$ 600,000	\$ 5,000,000	\$ -	Improvements to existing park including demolition and clean-up; Design (Conceptual & Final) & Permitting of Phase 1 improvements. Phase 1 Construction in FY25.	1A
PR14	Ford Shell Ring	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	CDBG project; Preliminary Planning for improvements to supplement Beaufort's County's construction project	1B
	Marshland Road Racquet Facility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 300,000	\$ 10,000,000	\$ -	Future racquet facility	
	<i>Total PARKS & RECREATION</i>	\$ 12,370,235	\$ 10,023,238	\$ 4,878,238	\$ 5,145,000	\$ 2,455,000	\$ 7,600,000	\$ 11,810,000	\$ 15,000,000	\$ 29,600,000	\$ 5,600,000		
PR9	Island Recreation Association - Capital Projects											Island Recreation Center seeks funds to improve the buildings, pool and grounds, as well as manage events	
	Rec Center Building Enhancements	\$ 256,500	\$ -	\$ -	\$ -	\$ 354,500	\$ 354,500	\$ 172,500	\$ 104,000	\$ 162,500	\$ 137,500	Building enhancements including educational equipment, floor replacement, HVAC equipment, basketball court lines, climbing wall, etc.	1B
	Rec Center Pool Enhancements	\$ 101,000	\$ -	\$ -	\$ -	\$ 110,000	\$ 110,000	\$ 139,500	\$ 259,000	\$ 161,500	\$ 95,000	Pool enhancements including dome equipment and pool equipment updates, windscreens, pool covers, etc.	1B
	Parks/Event Enhancements	\$ 42,500	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ 65,000	\$ 57,500	\$ 247,500	\$ 47,500		1B
	Outdoor Recreation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -	Redevelop/resurface existing basketball courts and update soccer goals and benches at Island Recreation Center	1B
	<i>Total Island Recreation Association - Capital Projects</i>	\$400,000	\$0	\$0	\$0	\$509,500	\$509,500	\$407,000	\$420,500	\$601,500	\$280,000		
PR10	Public Art Program	\$ 25,000	\$ 5,000	\$ -	\$ 5,000	\$ 30,000	\$ 35,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Funding to accommodate installation of public art pieces donated to or curated by the Town.	1B
PR11	GENERAL PARK ENHANCEMENTS	\$ 759,243	\$ 200,000	\$ -	\$ 200,000	\$ 110,000	\$ 310,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	Includes various identified facility and service improvements at existing parks including restroom partition replacement, restroom floor re-tiling, restroom building roof replacement, etc.	1A
PR12	Jarvis Creek Park Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete by end of FY23	
PR13	Cordillo Tennis Courts Restroom Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
PR15	Greens Shell Park Enhancements	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 200,000	\$ 150,000	\$ -	\$ -	Replacement of property line fencing, curb, playground equipment, and observation decks	1B
PR16	Old Schoolhouse Park Enhancements	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	Renovation of existing pickleball courts and basketball courts and site improvements	1B
PR17	Bristol Sports Arena	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	Replace existing metal halide lights with LED lights	1B
	Park Project Management and Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Miscellaneous unexpected project expenses	1B
	TOTAL PARK MANAGEMENT	\$ 13,554,478	\$ 10,228,238	\$ 4,878,238	\$ 5,350,000	\$ 3,779,500	\$ 9,129,500	\$ 13,292,000	\$ 16,195,500	\$ 30,826,500	\$ 6,505,000		

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
FACILITIES AND EQUIPMENT MANAGEMENT													
FE1	Town Hall Facility Enhancements	\$ 1,081,556	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 600,000	\$ 400,000	\$ -	\$ -	Installation of upgrades to building including structural and flooring repairs	1A
FE26	Town Facilities Improvements Planning	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	Planning for improvements to Town Hall, Fire Rescue Headquarters/EOC/Dispatch based on results of Assessment	
FE3	Sprinkler Head Replacement	\$ 180,000	\$ 180,000	\$ -	\$ 180,000	\$ 100,000	\$ 280,000	\$ -	\$ -	\$ -	\$ -	Replacement of sprinkler heads at Town Hall, Fire Rescue HQ, & Shelter Cove	
	Awning Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	Replacement of existing canvas roof between Buildings C & D with wood/shingle roof	
	Wood Walkway/Deck Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	Replacement of existing wood walkways and wood decking	
FE27	Furniture Replacement	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Replacement of old office furniture based on standard office palette	
	Interior/Exterior Door Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	Replacement existing wood interior doors with glass doors and replace old exterior doors	
	Flooring Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	Replace existing carpet with carpet tiles in offices and conference rooms and luxury vinyl tile in common areas	
	Exterior Painting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	Paint building exterior	
	Exterior Window Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	Replacement of existing single-pane windows with energy efficient windows	
FE28	Generator Replacement	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	Replacement of outdated generator	
	<i>Total Town Hall Facility Enhancements</i>	\$ 1,361,556	\$ 180,000	\$ -	\$ 180,000	\$ 1,250,000	\$ 1,430,000	\$ 860,000	\$ 850,000	\$ 680,000	\$ 600,000		
FE4	Shelter Cove/BCSO Office	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	N/A
	Fire Rescue Headquarters/Dispatch Center/EOC (New Facility)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Future construction of new facility	
FE29	Fire Rescue Training Center Facility Upgrades	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 214,000	\$ -	\$ -	\$ -	Upgrades to Classroom or Burn Building	1B
FE30	Jarvis Pump Station Roof Replacement	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	Replacement of existing roof	1B
	Facilities Maintenance Building Mezzanine	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	Future addition of mezzanine in bay and garage areas for storage	
	Light Fixture upgrades at all Fire Stations, Fire Rescue HQ, and Training Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ -	Update all CFL fixtures to LED	
FE31	SCDOT Toll Plaza Building Demolition	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	Demolition of existing vacant building	1B
FE5	Electric Vehicle Charging Stations at Town Facilities	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Installation of Electric Vehicle Charging Stations at Town Facilities including Shelter Cove Community Park, Shelter Cove Trail Head Parking, and Driessen Beach Park	1B
FE6	Parking Master Plan Implementation	\$ 200,000	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	Physical improvements at existing beach parks including Coligny Beach Park and Islanders Beach Park; may include the addition of gates, video cameras, signage, etc.	1A
	Forest Management Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	Assess and evaluate areas to manage undergrowth and promote specimen trees and park/facility functionality	
	Emergency Access Gates	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	Addition of Emergency Access Gates, Location To Be Determined	

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
FE7	Coastal Discovery Museum - Capital Projects											Coastal Discovery Museum seeks funds to improve and maintain the buildings and grounds including the addition of 3-phase power at the Hay Barn and the addition of power pedestals for special events	
	Discovery House	\$ 21,500	\$ -	\$ -	\$ -	\$ 10,500	\$ 10,500	\$ 7,000	\$ 7,000	\$ -	\$ -	Windows, bathroom and wood rot repairs	1B
	Armstrong/Hack House	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 9,500	\$ 3,500	\$ -	\$ -	Interior painting and floor repairs	1B
	Pavilion	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 3,600	\$ 7,000	\$ -	\$ -	Roof	1B
	Discovery Lab	\$ 1,500	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ -	\$ 6,000	\$ -	\$ -	Interior repairs	1B
	Pavilion/Restroom Building	\$ 6,000	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 6,000	\$ 7,000	\$ -	\$ -	Interior and exterior painting, porch repairs, bathroom repairs	1B
	Horse Barn	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 5,000	\$ -	\$ -	\$ -	Interior repairs and plumbing	1B
	Misc. Improvements	\$ 18,500	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 24,500	\$ 13,500	\$ -	\$ -	Boardwalk repairs, emergency access road improvements, tree work, irrigation repairs, security cameras	1B
	Hay Barn	\$ 43,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ -	Hay Barn 3-phase power	1B
	Additional Power Pedestals	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	Additional power hook ups for banks and more electrical for tents/vendors	1B
	Event Space Improvements	\$ 100,000	\$ 60,000	\$ -	\$ 60,000	\$ 400,000	\$ 460,000	\$ -	\$ -	\$ -	\$ -	Construction of Town initiated enhancements including ADA compliance and lighting upgrades	1A
	<i>Total Coastal Discovery Museum - Capital Projects</i>	\$ 198,250	\$ 60,000	\$ -	\$ 60,000	\$ 518,000	\$ 578,000	\$ 59,600	\$ 48,000	\$ 55,000	\$ 55,000		
	FE8	Historic Mitchelville Freedom Park - Capital Projects											At the request of Ahmad Ward, Executive Director, Historic Mitchelville Freedom Park seeks funds to improve property in accordance with approved master plan
Primary Parking Lot		\$ 100,000	\$ 50,000	\$ -	\$ 50,000	\$ 550,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	Permitting & Construction of primary parking lot	1A
Loop Road to Visitor's Center		\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ 125,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	Permitting & Construction of loop road	1A
Beach Parking, Pathways, and Playground		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 750,000	\$ -	\$ -	Future parking, pathways, and playground to support beach access	1B
<i>Total Historic Mitchelville Freedom Park - Capital Projects</i>		\$ 125,000	\$ 75,000	\$ -	\$ 75,000	\$ 675,000	\$ 750,000	\$ 100,000	\$ 750,000	\$ -	\$ -		
	IT EQUIPMENT & SOFTWARE												
FE9	Town Hall Equipment & Software												
	CISCO 9404 Data Center Switches	\$ 24,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Enterprise Storage Solution 345TB	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Tyler Cloud ERP Hosting	\$ 246,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Short Term Rental Software	\$ 454,491	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Network Infrastructure Enhancements	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	Begin 5-year replacement program for all vital network equipment	1B
	Tyler Assist	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Program to get extra support to implement more citizen- and user-friendly applications	1B
	Recable Town Hall and Shelter Cove Buildings	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	Replace existing network cabling for all four buildings at Town Hall and Shelter Cove office	1B
	Cloud Services Enhancements	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Ability to move more services and applications to hosted solutions	1B
	Town Strategic Plan SWOT for Town Connectivity	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 125,000	\$ -	\$ -	\$ -	Strategic Plan request for connectivity SWOT analysis	1B
Applicant Tracking System Replacement	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	Replacement of Applicant Tracking System for Human Resources Department	1B	
IT Hardware	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -	IT Hardware	1B	

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
FE10	Public Safety Systems Equipment and Software												
	Dispatch Center Equipment												
	E911 Data Center Virtualization	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	911 Simulator	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
FE11	Fire Rescue Conference Upgrades (HQ, Dispatch, 7 Stations)	\$ 93,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Radio Maintenance & Replacement - Portable/Mobile	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
FE32	CAD System Replacement	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	Purchase of complete Computer Aided Dispatch System	1B
FE33	Fire Apparatus Technology Equipment	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	New MDC's, mounts, radios, cameras and cradlepoints for the 10 new fire apparatus	1B
FE12	Station Alerting	\$ 100,000	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	Current Station Alerting system is reaching end of service and is not compatible with modern IT infrastructure. Costs to maintain are increasing and parts are difficult to obtain	1A
	Dispatch Center Workstation Desks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	Replacement of Dispatch workstation desks	
FE34	Weather Stations	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Installation of weather stations at Training Facility	1B
	<i>Total IT EQUIPMENT & SOFTWARE</i>	\$ 1,498,391	\$ 100,000	\$ -	\$ 100,000	\$ 1,045,000	\$ 1,145,000	\$ 650,000	\$ 325,000	\$ 325,000	\$ 325,000		
	SECURITY CAMERAS & CONNECTIVITY												
FE13	Shelter Cove Community Park	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
FE14	Shelter Cove Connectivity & Chaplin Linear Park Trailhead	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
FE15	Fire Stations	\$ 56,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Ambulance	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	FY22 Cameras (Crossings Park) Open Purchase Order Roll-Forward	\$ 77,407	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
FE35	Coligny Beach Park/Parking	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	Replacement of aging cameras	1B
FE36	Fish Haul Beach Park/Parking	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	Replacement of aging cameras and Wi-Fi upgrades	1B
FE37	Rowing & Sailing Center at Squire Pope Community Park	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ 32,000	\$ -	\$ -	\$ -	\$ -	New connectivity and camera installation	1B
FE38	Bristol Sports Arena	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ 32,000	\$ -	\$ -	\$ -	\$ -	New connectivity for camera and Wi-Fi abilities	1B
FE39	Driessen Beach Park	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ 32,000	\$ -	\$ -	\$ -	\$ -	New connectivity and camera installation	1B
FE40	Historic Mitchelville Freedom Park	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	Replacement of aging cameras	1B
FE41	Public Safety Cameras	\$ -	\$ -	\$ -	\$ -	\$ 54,696	\$ 54,696	\$ -	\$ -	\$ -	\$ -	Add 16 specialty public safety cameras to the Town for enhanced coverage	1B
	<i>Total SECURITY CAMERAS & CONNECTIVITY</i>	\$ 613,407	\$ -	\$ -	\$ -	\$ 390,696	\$ 390,696	\$ 175,000	\$ 300,000	\$ 175,000	\$ 300,000		

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
FE16	FIRE/MEDICAL SYSTEMS & EQUIPMENT REPLACEMENT												
	Vehicle Lift Replacement & Trade of Old Unit	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Stair Chair Replacement	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Rescue Tool Replacement	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	Fire Hose Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
FE42	Radio & Mic Battery Replacement	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	Replacement of handheld radio batteries (110) radios. Replace mics for the Apx 6000	1B
FE43	AED Replacement	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -	AED Replacement for Town Vehicles and Facilities	1B
FE44	Fleet Maintenance Equipment	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 45,000	\$ -	\$ -	\$ -	Replace the aging tire balancer with a modern and upgraded balancer to handle fire apparatus tire size	1B
FE45	Fire Service Atmospheric Monitors	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Replacement of toxic gas monitors	1B
FE46	Personal Protective Equipment Replacement	\$ -	\$ -	\$ -	\$ -	\$ 115,000	\$ 115,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	Replacement of PPE as necessary	1B
	Cardiac Monitor Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ -	Replace (13) cardiac monitors	
	SCBA Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	Replace SCBAs	
	TIC Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Replace TIC	
	Stretcher Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Replace stretchers	
	<i>Total FIRE/MEDICAL SYSTEMS & EQUIPMENT REPLACEMENT</i>	\$ 460,000	\$ -	\$ -	\$ -	\$ 375,000	\$ 375,000	\$ 905,000	\$ 1,060,000	\$ 60,000	\$ 210,000		
FE17	Automobile Place / Modern Classic Motors Site Enhancements	\$ 472,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	N/A
	Fire Hydrant Expansion	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	Installation of Fire Hydrants through matching program with HHPSD.	1B
FE19	Arts Campus Feasibility Study	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	Feasibility study of existing site including expansion options; Residual funds transferred to Island-wide Master Plan	

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
	STORMWATER PROJECTS												
FE21	Wexford Debris System Design	\$ 75,000	\$ 38,000	\$ -	\$ 38,000	\$ 85,000	\$ 123,000	\$ -	\$ 4,800,000	\$ -	\$ -	Design of pump station to consider multiple factors including function and aesthetics in preparation for FY24 construction	1A
FE22	Gum Tree Road Improvements	\$ 125,000	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	Permitting & Construction of improvements to address various deficiencies along Gum Tree Road between Katie Miller Drive and Georgianna Drive, including regrading of ditches, installation of new inlets, new pipe and repairs along the outfall system	1A
FE23	Jarvis Creek Outfall	\$ 500,000	\$ 500,000	\$ 400,000	\$ 100,000	\$ -	\$ 100,000	\$ 490,000	\$ -	\$ -	\$ -	Installation of flap gates on the outfall end of two 84-inch diameter concrete pipes that discharge stormwater from the Jarvis Creek Pump Station outfall system; necessary to improve operation and effectiveness of the pump station during extreme events by mitigating the impacts of tidal storm surge on the system	1A
FE24	25 Moonshell Road	\$ 80,000	\$ 42,000	\$ -	\$ 42,000	\$ 50,000	\$ 92,000	\$ -	\$ -	\$ -	\$ -	Permitting & Installation of 500 linear feet of 24-inch pipe and two inlet structures to improve efficiency and reduce long-term maintenance costs along the existing Folly Field ditch between Moonshell Road and the Island Club	1A
FE25	Cordillo Court Improvements	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	\$ 20,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	Permitting & installation of improvements to address drainage issues on and adjacent to Town-owned property including inlets, pipe and minor grading	1A
	Palmetto Hall Outfall Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 300,000	\$ 60,000	\$ -	Addition of hydraulic capacity at the system outfall and addition of backflow prevention devices	
FE47	Lawton Pump Station	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	Third pump at Lawton Station to complete replacement of all 2006 pumps	1B
FE48	Pump Station Security Cameras	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	Add security cameras at pump stations	1B
	Main Street Drainage Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 350,000	\$ -	\$ -	Improvements based on 2019 assessment completed by SWU	
	Wexford Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -	(2) new pumps in FY25	
	Jarvis Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	(1) new pump per year beginning FY27	
	Shipyard Pump Station Overhaul	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 2,200,000	Pump station overhaul	
	North Forest Beach Pipe Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000	Pipe Replacement	
	Resilience Improvements TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,000,000	Future Improvements to be determined	
	<i>Total STORMWATER PROJECTS</i>	\$ 830,000	\$ 710,000	\$ 400,000	\$ 310,000	\$ 550,000	\$ 860,000	\$ 1,450,000	\$ 5,550,000	\$ 1,160,000	\$ 5,600,000		
	Facilities and Equipment Project Management and Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Miscellaneous unexpected project expenses	
	TOTAL FACILITIES AND EQUIPMENT MANAGEMENT	\$ 6,314,104	\$ 1,350,000	\$ 400,000	\$ 950,000	\$ 5,613,696	\$ 6,563,696	\$ 4,993,600	\$ 9,063,000	\$ 2,635,000	\$ 7,270,000		

TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24 - FY28

MAP KEY	PROJECTS	FY23 ADOPTED/ AMENDED BUDGET	FY23 BALANCE AVAILABLE	REALLOCATION	FY23 CARRY FORWARD	FY24 BUDGET (NEW MONEY)	FY24 TOTAL	FY25 TOTAL	FY26 TOTAL	FY27 TOTAL	FY28 TOTAL	FY24 PROJECT SCOPE	PC RANKING
FLEET													
F13	Town Vehicle Replacement												
	Staff Vehicle Replacement	\$ 117,000	\$ -	\$ -	\$ -	\$ 181,000	\$ 181,000	\$ 180,000	\$ 100,000	\$ 180,000	\$ 100,000	Replacement of 5 staff vehicles over 10 years old including vehicle outfitting	1B
	New Staff Vehicles	\$ 181,472	\$ -	\$ -	\$ -	\$ 360,000	\$ 360,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	Vehicles including vehicle outfitting for new staff as needed	1B
	FY22 Vehicles Open Purchase Order Roll-Forward	\$ 28,918	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
	<i>Total Town Vehicle Replacement</i>	\$ 327,390	\$ -	\$ -	\$ -	\$ 541,000	\$ 541,000	\$ 240,000	\$ 160,000	\$ 240,000	\$ 160,000		
F14	FR Apparatus & Vehicle Replacement												
	Engine/Pumper Replacement/Quint Company Replacement (2)	\$ 7,483,420	\$ 7,483,420	\$ -	\$ 7,483,420	\$ -	\$ 7,483,420	\$ -	\$ -	\$ -	\$ -		1A
	Staff Vehicle Replacement	\$ 75,000	\$ -	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ -	\$ 200,000	\$ -	\$ -	Replace two staff vehicles that have reached their 120,000 mile / 12 year mark.	1B
	New Staff Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	Vehicles including vehicle outfitting for new staff as needed	1B
	Support Vehicle Replacement	\$ 35,000	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ 89,000	\$ -	\$ 75,000	\$ 55,000	Supply chain issues; forklift delivery expected fall 2023	1A
	Firefighting Foam for Trucks	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	Firefighting foam for trucks	
	Ladder Truck Replacement (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -	\$ -	\$ 1,750,000		
	Specialty Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 100,000	\$ -	Replacement of Specialty vehicles	
	Battalion 1 Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ -	Replacement of Battalion 1 vehicle	
	Medic Unit Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Replacement of Medic Units (10-year cycle)	
	<i>Total FR Apparatus & Vehicle Replacement</i>	\$ 7,609,420	\$ 7,518,420	\$ -	\$ 7,518,420	\$ 170,000	\$ 7,688,420	\$ 4,635,000	\$ 216,000	\$ 301,000	\$ 1,821,000		
	Fleet Project Management and Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Miscellaneous unexpected project expenses	N/A
	TOTAL FLEET	\$ 7,936,810	\$ 7,518,420	\$ -	\$ 7,518,420	\$ 811,000	\$ 8,329,420	\$ 4,975,000	\$ 476,000	\$ 641,000	\$ 2,081,000		
LAND ACQUISITION													
	Land Acquisition	\$ 294,925	\$ 290,000	\$ -	\$ 290,000	\$ 110,000	\$ 400,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	Land acquisition and soft costs including ROW, Survey, Appraisals, Legal Fees, etc. Includes demolition and clean up of Jonesville Road property.	N/A
	TOTAL LAND ACQUISITION	\$ 294,925	\$ 290,000	\$ -	\$ 290,000	\$ 110,000	\$ 400,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000		
	TOTAL CIP	\$ 44,317,210	\$ 29,126,178	\$ 7,184,738	\$ 21,941,440	\$ 18,051,641	\$ 39,993,081	\$ 73,814,350	\$ 39,946,500	\$ 44,652,500	\$ 34,706,000		

*FY23 Housing budget moved out of CIP and into Housing Fund



TOWN OF HILTON HEAD ISLAND

Finance & Administrative Committee

TO: Finance and Administrative Committee
FROM: John M. Troyer, Finance Director
CC: Marc Orlando, ICMA-CM, Town Manager
DATE: July 25, 2023
SUBJECT: Presentation by the Coastal Community Development Corporation

RECOMMENDATION:

Town staff recommends the Finance and Administrative Committee to hear and discuss the presentation of the Coastal Community Development Corporation (CCDC). This organization and initiative may be a candidate to consider for funding through the Affiliated Agency process.

BACKGROUND:

The Coastal Community Development Corporation (CCDC) is seeking to address workforce housing needs on and off the Island. The CCDC would like to share their story with the Town's Finance and Administrative Committee. The CCDC would like the Town to consider a partnership and/or the Town's participation and support for their proposed endeavors to address workforce housing. The CCDC is seeking support from other jurisdictions and organizations.

SUMMARY:

The CCDC will present information to the Finance and Administrative Committee to share their story and seek input on possible initial Town interest in either a partnership or support of these endeavors.

ATTACHMENTS:

1. CCDC letter of support to Town of Hilton Head Island
2. CCDC PowerPoint information for Town of Hilton Head Island

Coastal Community Development Corporation

4/25/2023

Town of Hilton Head Island
1 Town Center Court
Hilton Head Island, SC 29928
c/o Missy Luick
Assistant Community Development Director

Dear Missy:

The Coastal Community Development Corporation, a 501c3 applicant awaiting IRS safe harbor approval, is seeking to preserve local workforce housing by purchasing existing homes in the region to serve local residents with household incomes between 50% - 120% AMI. The CCDC will restrict the access to the units it owns through an application process that prioritizes workers in the area based on length of time working and or living in the region. The units the CCDC purchases will be deed restricted to satisfy the AMI requirements for a period of 99 years and will be managed by local long term rental companies who apply through an open application process.

The CCDC has identified 12 properties on Hilton Head Island that are currently for sale and is set to close on its first property on May 5, 2023 in the Woodlake community. We are seeking to purchase all 12 properties for a total of up to \$3,000,000 utilizing down payment equity of 40% or \$1.2 million, raised through private donations and community financing. The other 60% or \$1.8 million of capital will be provided through mortgages on each property with local banks on a fixed 30 year term.

CCDC BOARD OF DIRECTORS

KIM LIKINS – TONY ALFIERI – JOHN CAMPBELL – TIM ZWERNER – KEN CAMPBELL –
GEOFF BLOCK – ALAN WOLF

The CCDC would like The Town of Hilton Head Island to consider a public private partnership for this initial 12 property purchase in which the town would provide \$600,000, or 20% of the total purchase price, representing half of the equity needed to complete the purchase of all 12 units. The additional \$600,000 will be raised through local fundraising and community resources.

This important first step for the CCDC would allow us to preserve 12 units of existing housing for long term rental by local workers and families and include 22 bedrooms that would serve upwards of 40 local workers on Hilton Head Island. This step will also provide us an opportunity to present a proof of concept for additional investment and fundraising in the future. Each of the 12 units purchased in this first phase would prioritize workers who are currently employed on Hilton Head Island.

Additional support from The Town of Hilton Head Island could be provided by allowing the CCDC access to rental repair funds if available as well as consideration of waiving the real estate transfer fees associated with the purchases of these units as they will be owned and operated by a non-profit entity.

We thank the town council and staff for consideration of support in this partnership and are prepared to answer any questions or share any of our work to date on our model and how it helps solve the workforce housing challenge that our island faces.

Sincerely,



Alan P. Wolf Jr.
CCDC Board of Directors Chairman



Coastal Community Development Corporation 501c3 Non-Profit Update

3/29/23

Housing Needs Assessment

- Released in April 2018
- Identified the necessary rental units in Beaufort County markets
- Broke out 2017-2022 and 2017-2027 targets

Town of Hilton Head

Rental Units Needed	2017-2022	2017-2027
<\$20K/rent <\$500	138	152
\$20K-\$24K/rent \$500-\$874	88	29
\$35K-\$59K/rent \$875-\$1,474	494	733
\$60K-\$84K/rent \$1,475-\$2,099	446	706
\$85K+/rent \$2,100+	449	715
	1,615	2,335

Town of Bluffton

Rental Units Needed	2017-2022	2017-2027
<\$20K/rent <\$500	16	11
\$20K-\$24K/rent \$500-\$874	78	105
\$35K-\$59K/rent \$875-\$1,474	228	317
\$60K-\$84K/rent \$1,475-\$2,099	281	432
\$85K+/rent \$2,100+	188	309
	791	1,174

These numbers cannot be attained through development and require an alternative approach.

Beaufort County, South Carolina Housing Needs Assessment



FINAL

Prepared For:

Beaufort County Purchasing Department
106 Industrial Village Road, Building #2
Beaufort, SC 29906-4291

Prepared By:

Bowen National Research
Author: Patrick M. Bowen, President
155 E. Columbus Street, Ste. 220
Pickerington, Ohio 43147
(614) 833-9300
patrickb@bowennational.com

Effective Date

April 6, 2018
Revised: May 24, 2018



Coastal Community Development Corporations Mission

The Coastal Community Development Corporation (CCDC) seeks to increase the availability of homes for our local and regional workforce by preserving existing housing, redeveloping existing property and developing new property to meet the demand of our region while serving working residents.

Mechanisms to Serve Workforce



Non profit must provide rents that serve 50%-120% AMI



Units will be deed restricted in line with funding source requirements



Application process will ensure workers have first access to CCDC owned or managed housing inventory



No short term rentals, i.e. AIR BnB

Organizational Design - Governance

- 7 Member Board of Directors to oversee the strategy and implementation of non-profit work
 - Board Chairman: Alan Wolf - President, SERG Restaurant Group
 - Kim Likins –Director, Boys & Girls Club of Hilton Head Island
 - Ken Campbell – Entrepreneur, Founder Planned Development Co.
 - Geoff Block – Entrepreneur, Manager RLB Squared Development
 - Timothy Zwerner – Partner, Burr-Forman LLP Law Firm
 - Tony Alfieri – Retired RBC Commercial LIHTC Banker
 - John Campbell – Real Estate Agent, Native Islander
- Advisory Board of community and regional leaders for development

Organizational Design - Governance

- Committees
 - Finance
 - Acquisitions
 - Development
 - Marketing

Organizational Design - Management

- Administration
 - Acting Executive Director: Cary Welker, SERG Restaurant Group
 - CFO
 - Seeking to hire part or full time CFO with finance and accounting experience
- Property Management
 - Outsourced to local long term management companies via RFP process
- Application Process
 - Utilizing model that Marc Orlando implemented in Bluffton
 - Scoring system for applicants that prioritizes workers that are AMI appropriately qualified
 - Prioritize working in community that units are available for rent in

Organizational Design – 501c3

A 501c3 Non Profit Organization in South Carolina can qualify for 0% property tax

- This conforms to the IRS Safe Harbor standards of a 501c3
- 501c3 must be the sole managing member of any properties it owns or manages
- Units must be rented at defined AMI's
 - 20% of units must be at 50% of AMI
 - 55% of units must can be up to 80% of AMI
 - 25% of units can be over 81% of AMI

Ratio for acquisition:

1:

2:

1:

Organizational Design – 501c3

- Property Ownership
 - Units and houses will be purchased and owned by the non-profit
 - Non-profit is incentivized to maintain as they own the property and the equity for resale
 - Ownership will prioritize sale to existing workers with covenant in place to recycle capital for purchasing additional inventory from market
- Joint Ventures
 - CCDC will be the sole managing member of any joint venture regardless of members of LLC involved in joint venture development
 - Private developers will enjoy the tax benefit of the CCDC and

Community Partners

- Community Foundation of The Lowcountry and other Local Non-Profits
- Banks
- Private Investment
 - Individuals
 - Family Offices
 - Trusts
 - Local Businesses
- Local Municipalities
- Affiliate Organizations
 - Habitat for Humanity
 - HH Homebuilders Association
 - Deep Well
 - Bluffton Self Help
 - HOME Coalition
 - Local Churches

Organizational Design - Stakeholders

Community Foundation of the Lowcountry

Opportunity to serve community in time of need

Donor Advised Funds

Conservative returns
- 2.5-5%

Banks

Opportunity to deploy Community Reinvestment Act Funds

Conservative returns
- 2.5-5%

Private Investment

Family Office and Targeted Investment Funds

Corporate Investment

Fixed Return
- 2.5-5%

Donations

Tax Exempt Donations

Companion Grants

Corporate Grants

Non-Profit Grants

Municipal Grants

State & Local Government Support

Municipality

- Waive real estate transfer fee
- Ensure we can rent just to workers
- ARPA funds
- Forthcoming HHI initiatives

County

- ARPA funds
- Impact fee support

Region

- Regional Housing Trust Fund Support

State

- Recognize tax rate 0% for tax exempt status

BHA non-profit pays towards county services by choice

- State Housing Programs

Phased Approach

Phase One

- Focus on purchase of Naturally Occurring Affordable Housing (NOAH)
 - This product is already in the market with high demand for rental units
 - Utilize local community partners in proof-of-concept effort

Phase Two

- Utilize local community partners and private investment in a Social Impact Fund
- Work towards increasing capital sources and begin purchasing existing apartment complexes, additional stand alone units and raw land for development

Phase Three

- Maximize balance sheet strength to seek out larger projects with more varied sources of capital
- Expand sources of capital through state, federal and private enterprise

Phase 1 Strategy

Overall

- Remove short term rental units from the market and return them to long term market
- Ensure long term rentals remain as such
- Stop the turnover of properties that drive workforce housing costs higher
 - This stops the cycle of buy, short term rent, resale at higher price, further expanding the gap in affordability

Hilton Head Island

- Purchase of existing condos and villas

Bluffton

- Purchase of existing condos and homes
- Price points in Bluffton and beyond offer balance to meet AMI requirements for non-profit status

Phase 1 Details: Hilton Head Island

Capitalization

Secure \$1.2m of seed money for 40% equity down payment

- **Requesting half of that, \$600K, from Town of Hilton Head Island**
- Community Stakeholders to fund the remaining \$600K

Utilize bank mortgage financing for additional \$1.7m for 60% of purchase price

- Bank to provide Guidance Line of Credit facility model with individual mortgages

Raise \$120,000 of donations to facilitate initial repairs for purchased units

Execution

Purchase 12 units on Hilton Head Island

- 22 total bedrooms that would serve up to 40 workers

Phase 1 Details: Hilton Head Island

	MLS	Community	Address	Address 2	BR	Full Bath	Half Bath	Year Built	Sale Price	Down Payment 40%	Mortgage 60%
1	432932	The Oaks	400 Wm Hltn Pkwy	#4	1	1	0		\$ 175,000.00	\$ 70,000.00	\$ 105,000.00
2	431720	Marsh Side	5 Gumtree Rd	#D8	1	1	0	1984	\$ 224,000.00	\$ 89,600.00	\$ 134,400.00
3	430181	Woodlake	96 Mathews Dr #216	#452B	2	2	1	1982	\$ 230,000.00	\$ 92,000.00	\$ 138,000.00
4	430729	Woodlake	96 Mathews Dr #207	#324B	2	2	0	1982	\$ 275,000.00	\$ 110,000.00	\$ 165,000.00
5	431526	Woodlake	96 Mathews Dr #74	#240C	2	2	1	1982	\$ 230,000.00	\$ 92,000.00	\$ 138,000.00
6	431692	Woodlake	96 Mathews Dr #45	#016B	2	2	0	1982	\$ 230,000.00	\$ 92,000.00	\$ 138,000.00
7	432685	Woodlake	96 Mathews Dr #154	#217A	2	2	0	1982	\$ 225,600.00	\$ 90,240.00	\$ 135,360.00
8	432978	Woodlake	96 Mathews Dr #114	#245C	2	2	0	1982	\$ 239,900.00	\$ 95,960.00	\$ 143,940.00
9	431351	Forest Cove	110 Broad Creek Lan	#110	2	2	0		\$ 255,000.00	\$ 102,000.00	\$ 153,000.00
10	433238	Forest Cove	110 Broad Creek Lan	#41	2	2	0		\$ 285,000.00	\$ 114,000.00	\$ 171,000.00
11	432325	Cotton Hope	155 Dillon Road #24	#2427	2	2	1	1979	\$ 249,000.00	\$ 99,600.00	\$ 149,400.00
12	432113	Marsh Side	5 Gumtree Rd	#M-17	2	2	0	1984	\$ 295,000.00	\$ 118,000.00	\$ 177,000.00
					22				\$ 2,913,500.00	\$ 1,165,400.00	\$ 1,748,100.00

	Proposed Monthly Rent	Annual Gross Rent	Rent/BR	Monthly Utility Cost	Annual Utility Cost	Annual AMI Rent Total	Monthly AMI Rent Total	MAX AMI	# In Family	Annual MGT Fee 10%
1	\$ 875.00	\$ 10,500.00	\$ 875.00	\$ 125.86	\$ 1,510.32	\$ 8,989.68	\$ 749.14	50%	1	\$ 1,050.00
2	\$ 975.00	\$ 11,700.00	\$ 975.00	\$ 125.86	\$ 1,510.32	\$ 10,189.68	\$ 849.14	50%	2	\$ 1,170.00
3	\$ 1,170.00	\$ 14,040.00	\$ 585.00	\$ 197.46	\$ 2,369.52	\$ 11,670.48	\$ 972.54	50%	3	\$ 1,404.00
4	\$ 1,575.00	\$ 18,900.00	\$ 787.50	\$ 197.46	\$ 2,369.52	\$ 16,530.48	\$ 1,377.54	80%	2	\$ 1,890.00
5	\$ 1,575.00	\$ 18,900.00	\$ 787.50	\$ 197.46	\$ 2,369.52	\$ 16,530.48	\$ 1,377.54	80%	2	\$ 1,890.00
6	\$ 1,750.00	\$ 21,000.00	\$ 875.00	\$ 197.46	\$ 2,369.52	\$ 18,630.48	\$ 1,552.54	80%	3	\$ 2,100.00
7	\$ 1,750.00	\$ 21,000.00	\$ 875.00	\$ 197.46	\$ 2,369.52	\$ 18,630.48	\$ 1,552.54	80%	3	\$ 2,100.00
8	\$ 1,925.00	\$ 23,100.00	\$ 962.50	\$ 197.46	\$ 2,369.52	\$ 20,730.48	\$ 1,727.54	80%	4	\$ 2,310.00
9	\$ 1,925.00	\$ 23,100.00	\$ 962.50	\$ 197.46	\$ 2,369.52	\$ 20,730.48	\$ 1,727.54	80%	4	\$ 2,310.00
10	\$ 2,275.00	\$ 27,300.00	\$ 1,137.50	\$ 197.46	\$ 2,369.52	\$ 24,930.48	\$ 2,077.54	120%	2	\$ 2,730.00
11	\$ 2,500.00	\$ 30,000.00	\$ 1,250.00	\$ 197.46	\$ 2,369.52	\$ 27,630.48	\$ 2,302.54	120%	3	\$ 3,000.00
12	\$ 2,750.00	\$ 33,000.00	\$ 1,375.00	\$ 197.46	\$ 2,369.52	\$ 30,630.48	\$ 2,552.54	120%	4	\$ 3,300.00
	\$ 21,045.00	\$ 252,540.00				Beaufort County 2022 AMI	\$ 95,600.00			\$ 25,254.00

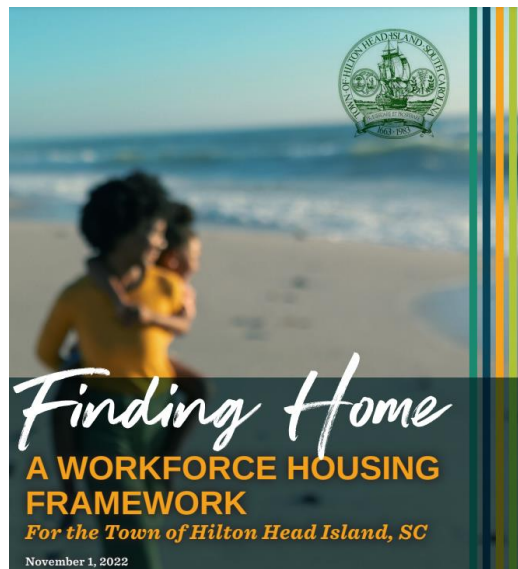
Phase 1 Hilton Head 12 Unit Model

				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Income														
Gross Rent	Increase	3.00%		\$ 252,540.00	\$ 260,116.20	\$ 267,919.69	\$ 275,957.28	\$ 284,235.99	\$ 292,763.07	\$ 301,545.97	\$ 310,592.35	\$ 319,910.12	\$ 329,507.42	
Realtor Donation		1.50%			\$ -	\$ -	\$ -	\$ -						
Grants / Donations				\$ 120,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Income				\$ 372,540.00	\$ 260,116.20	\$ 267,919.69	\$ 275,957.28	\$ 284,235.99	\$ 292,763.07	\$ 301,545.97	\$ 310,592.35	\$ 319,910.12	\$ 329,507.42	
Expense														
MGT Fee	Fixed	10.00%		\$ 25,254.00	\$ 26,011.62	\$ 26,791.97	\$ 27,595.73	\$ 28,423.60	\$ 29,276.31	\$ 30,154.60	\$ 31,059.23	\$ 31,991.01	\$ 32,950.74	
CCDC Admin Fee	Fixed	1.00%		\$ 2,525.40	\$ 2,601.16	\$ 2,679.20	\$ 2,759.57	\$ 2,842.36	\$ 2,927.63	\$ 3,015.46	\$ 3,105.92	\$ 3,199.10	\$ 3,295.07	
Repairs & Maintenance	Fixed	12.00%		\$ 30,304.80	\$ 31,213.94	\$ 32,150.36	\$ 33,114.87	\$ 34,108.32	\$ 35,131.57	\$ 36,185.52	\$ 37,271.08	\$ 38,389.21	\$ 39,540.89	
Renters Insurance HO6 Units	Fixed	1.75%		\$ 4,419.45	\$ 4,552.03	\$ 4,688.59	\$ 4,829.25	\$ 4,974.13	\$ 5,123.35	\$ 5,277.05	\$ 5,435.37	\$ 5,598.43	\$ 5,766.38	
Property Taxes				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Regime	Increase	5.00%		\$ 73,992.00	\$ 77,691.60	\$ 81,576.18	\$ 85,654.99	\$ 89,937.74	\$ 94,434.63	\$ 99,156.36	\$ 104,114.17	\$ 109,319.88	\$ 114,785.88	
POA	Increase	5.00%		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Homeowners Insurance	Increase	5.00%		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Initial Unit Renovation	One Time			\$ 120,000.00	\$ -	\$ -	\$ -	\$ -						
Principal & Interest Payment	Rate	5.00%		\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	\$112,610.15	
Total Expense				\$ 369,105.80	\$ 254,680.51	\$ 260,496.45	\$ 266,564.56	\$ 272,896.29	\$ 279,503.63	\$ 286,399.13	\$ 293,595.93	\$ 301,107.78	\$ 308,949.11	
Cash Flow				\$ 3,434.20	\$ 5,435.69	\$ 7,423.24	\$ 9,392.72	\$ 11,339.70	\$ 13,259.44	\$ 15,146.84	\$ 16,996.42	\$ 18,802.33	\$ 20,558.31	\$ 121,788.90

Phase 1 HHI 12 Unit Model



Tie In with Local Efforts



Town of Hilton Head Recap

Grant Funding

- \$600K to purchase 12 units on Hilton Head Island
- Consideration of long term funding of 20% commitment of units purchased by CCDC

Policy

- Waive or donate Real Estate Transfer Fees associated with transactions
- Provide access to home repair funds for CCDC renters

Advocacy

- Support CCDC in efforts to access State Housing Funds, LIHTC Bonds and Federal Funds

Phase 1&2 Financial Support

Donors

Donations can earn a 50% state income tax credit once CCDC has qualified with State CDC Association

Impact Investors

Investment over 5 and 10 year horizon with 2.5-5% compounded return

- Structured as unsecured loans to CCDC

Investments can earn 33% state income tax credit once CCDC has qualified with State CDC Association

Lenders

Local and regional banks can earn up to 5% return on loans

Phase 2 Details

Capitalization

Secure \$6m of seed money in CCDC Social Impact Fund from local community stakeholders and private investment

Secure bank mortgage financing for additional \$9m

- Bank to provide Guidance Line of Credit facility model with individual mortgages

Execution

Purchase up to 50 units within target on HHI and in Bluffton

- 100 total bedrooms that would serve up to 200 workers

Phase 2 & 3 Capitalization

Work with local, state and federal organizations to secure expanded sources of capital including

- ARPA
- Town of HHI and Bluffton
- Regional Housing Trust Fund
- State Housing Fund
- HUD
- Community Works & Other Housing Development Corporations
- CDFI's
- Community Development Block Grants
- Low Income Housing Tax Credits

Progress Report

Exploratory meeting completed CFL and local municipalities

Tapped into Beaufort County Housing Authority and Greenville Housing Fund

Legal Documents being drafted to form 501c3 and secure tax exempt status with IRS

Modeled Phase 1 Hilton Head Proof-of-concept

Modeled Phase 2 Private Investment Social Impact Fund

Engaged Coastal States Bank for mortgages

Tammie Hoy Hawkins: Together Consulting

- Formerly worked with City of Charleston Housing & Community Works in Greenville

Next Steps

Finalize 501c3 status

Finalize CCDC policies for procurement, management and implementation of mission

Begin securing phase 1 seed money and donations

Existing Rental Market

The following slides show examples of existing market rate rentals available on various platforms.

of Interest

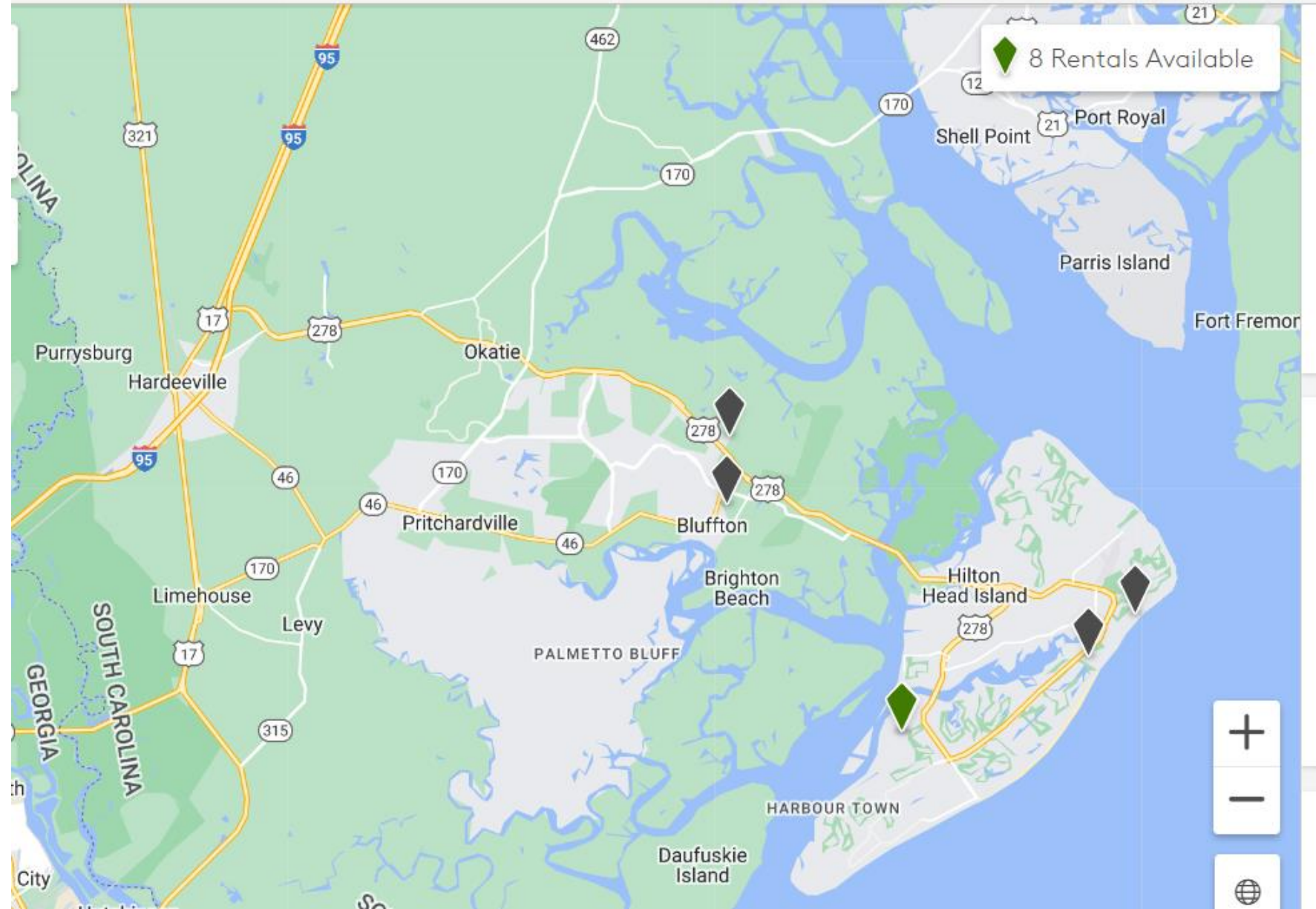
Price ▼

Beds ▼

Type (1) ▼ ✕

Lifestyle ▼

Move-In Date



Condos / South Carolina / Bluffton / 897 Fording Island Rd Unit 1811

3 Days Ago

897 Fording Island Rd Unit 1811



Bluffton, SC 29910

Bluffton

Monthly Rent

\$1,950

Bedrooms

2 bd

Bathrooms

2 ba

Square Feet

1,060 sq ft



27



Menu

English



Apartments.com™

31 Photos

Home / South Carolina / Bluffton / 158 State St

2 Weeks Ago

158 State St



158 State St, Bluffton, SC 29910

Bluffton

Monthly Rent \$2,000	Bedrooms 1 bd	Bathrooms 1 ba	Square Feet 750 sq ft
--------------------------------	-------------------------	--------------------------	---------------------------------

2 Available Units

101

\$2,000

1 bed, 1 bath, 750 sq ft

12 Month Lease, \$2,000 deposit, Oct. 1

[Tour This Floor Plan](#) [Photos](#)

[Unit Details](#) ▾



[Request to Apply](#)

28

45 Folly Field Rd Unit 4L



Hilton Head Island, SC 29928

Hilton Head Island

Monthly Rent

\$1,950

Bedrooms

2 bd

Bathrooms

2 ba

Square Feet

843 sq ft



76 Forest Cove Unit 76



Hilton Head Island, SC 29928

Hilton Head Island

Monthly Rent

\$1,800

Bedrooms

2 bd

Bathrooms

2 ba

Square Feet

1,000 sq ft



663 William Hilton Pky Unit 4133



Hilton Head Island, SC 29928

Hilton Head Island

Monthly Rent
\$2,500

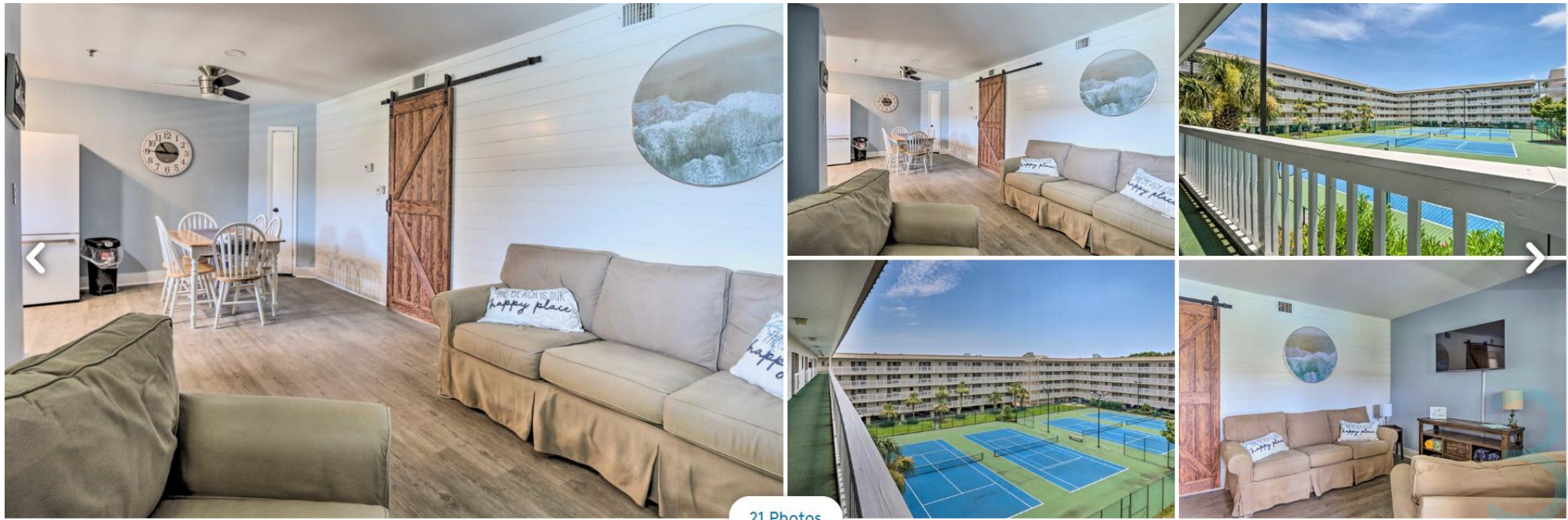
Bedrooms
2 bd

Bathrooms
2 ba

Square Feet
843 sq ft

Details

6 Month Lease, \$2,500 deposit, Available Now



21 Photos

neighborhood, or ZIP

For Rent

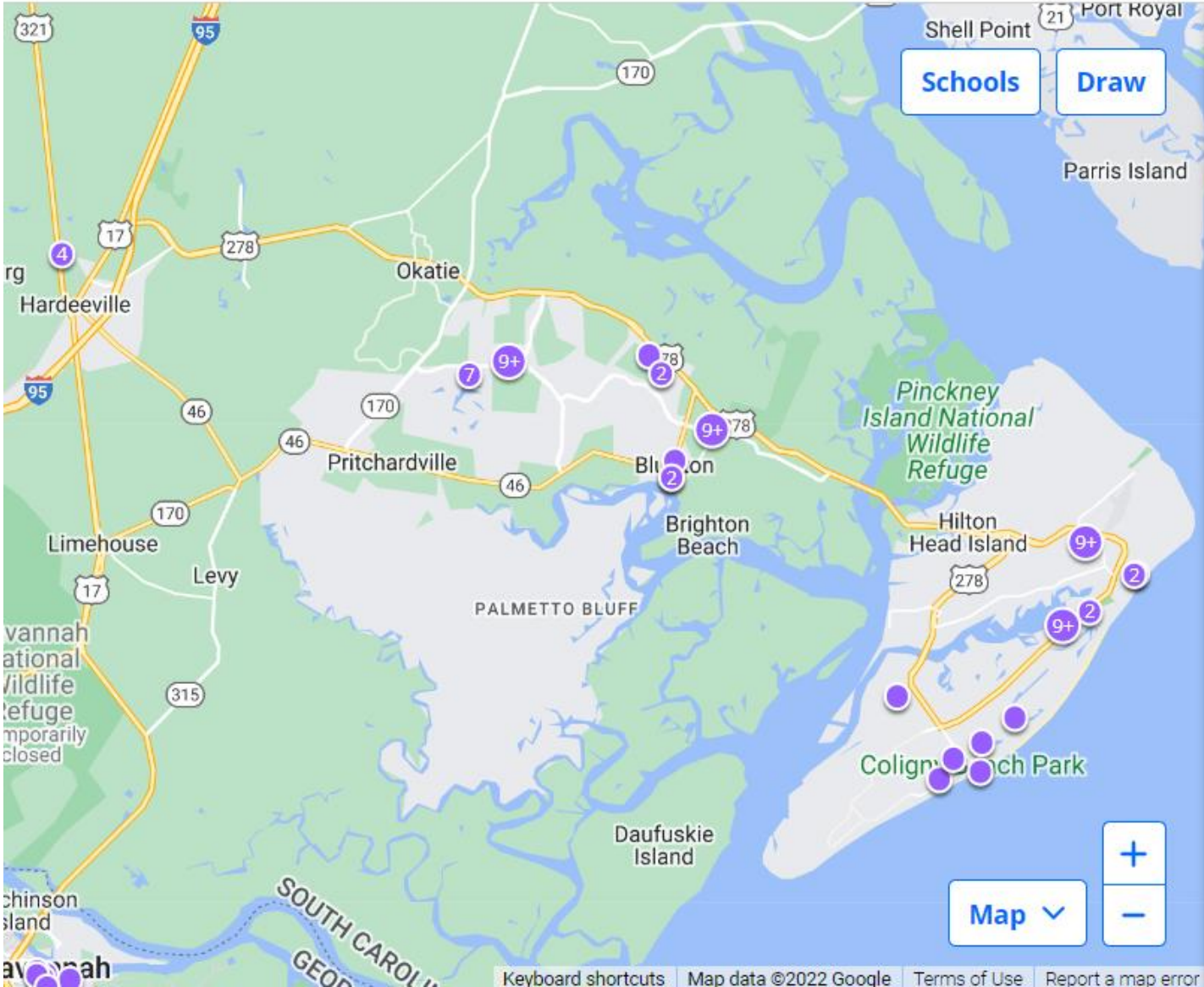
Price

Beds & Baths

Apartments/C...

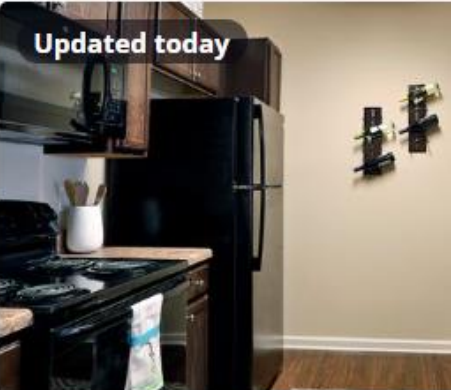
Move-In Date

More



Apartments For Rent

39 results



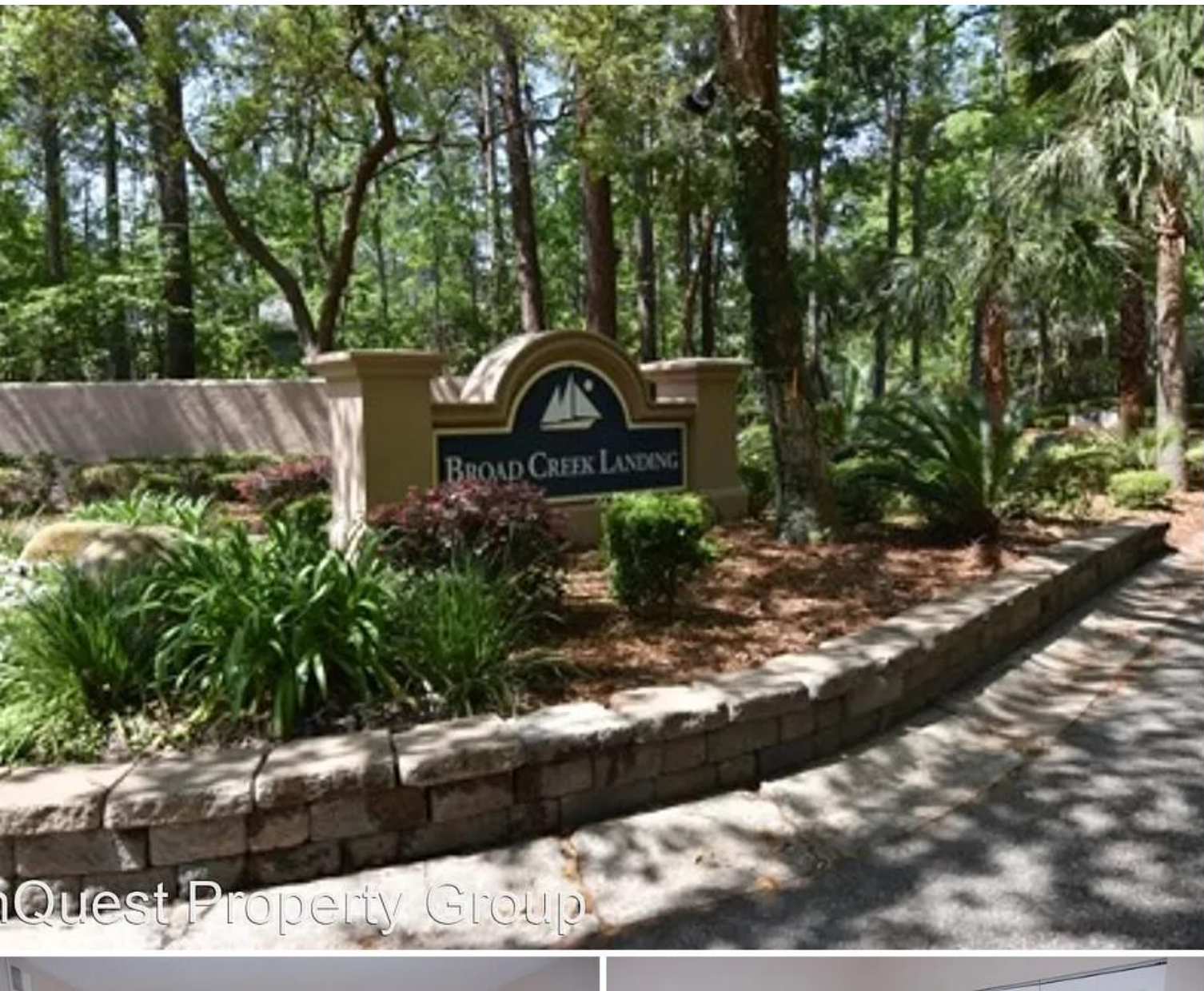
Updated today

\$1,305+ 1 bd
 \$1,375+ 2 bds | \$2,005+ 3 bds
 The Columns at Coldbrook Sta



Updated yesterday

32



Quest Property Group



[Save](#) [Share](#) [More](#)

\$1,950/mo | 2 bd | 2 ba | 1,000 sqft

40 Point Comfort Rd #113, Hilton Head Island, SC 29928

● Apartment for rent

[Contact property](#)

[Overview](#) [Facts and features](#) [Rent Zestimate](#) [Price History](#) >

Date available: Available Now **Pets:** Contact manager

Type: Apartment **Parking:** Contact manager

Cooling: Contact manager

Laundry: Contact manager

Heating: Contact manager

Deposit & fees: \$1,950

33



\$2,750/mo 3 bd | 3 ba | 1,350 sqft

12 Valencia Rd APT 23, Hilton Head Island, SC 29928

● **Apartment for rent** | Rent Zestimate®: **\$4,150/mo**

Contact property

Apply now

Overview Facts and features Rent Zestimate Price History >

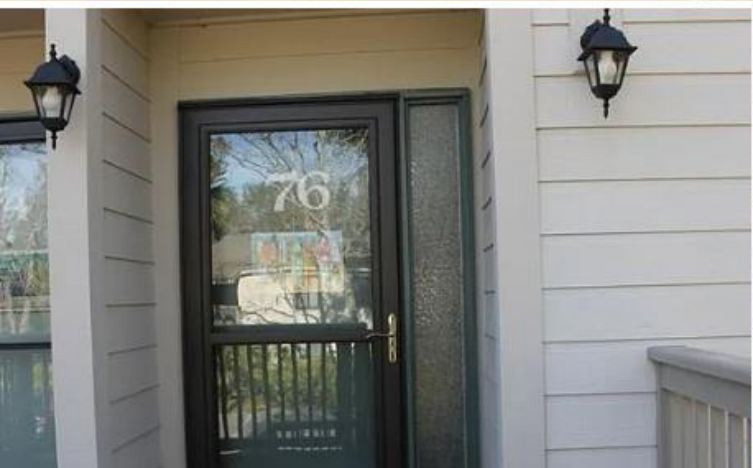
apply to as many participating properties as you want. Just \$29 for 30 days.

- Date available:** Available Now
- Pets:** No Pets
- Parking:** Off-street
- Type:** Apartment
- Laundry:** In Unit
- Cooling:** Other
- Deposit & fees:** \$1,500
- Heating:** Forced air

34



Coastal Long Term Rental Company, LLC



[Save](#) [Share](#) [More](#)

\$2,450/mo | 2 bd | 2 ba | 885 sqft

125 Cordillo Pkwy APT 76, Hilton Head Island, SC 29928

● **Apartment for rent** | Rent Zestimate®: **\$2,705/mo**

[Contact property](#)

[Overview](#) [Facts and features](#) [Rent Zestimate](#) [Price History](#) >

- | | | | |
|------------------------|-----------------|----------------------------|-----------------|
| Date available: | Available Now | Pets: | No Pets |
| Type: | Apartment | Parking: | Contact manager |
| Cooling: | Contact manager | Laundry: | Contact manager |
| Heating: | Contact manager | Deposit & fees: | \$2,450 |

35



[Share](#) [Report](#)

663 William Hilton Pkwy

Hilton Head Island, SC 29928

[Units](#) [Map](#) [FAQ](#) [Nearby schools](#) [Neighborhood](#) [Local Lega](#) >

Units

For Rent

All

2 Bed

3 Bed



\$2,400

2 bd | 2 ba | 831 sqft

For rent - Unit 4305



\$3,300

3 bd | 2 ba | 1,186 sqft

For rent - Unit 4330

36



[Share](#) [Report](#)

40 Folly Field Rd

Hilton Head Island, SC 29928

[Units](#) [Map](#) [FAQ](#) [Nearby schools](#) [Neighborhood](#) [Local Lega](#)

Units

For Rent

1 Bed



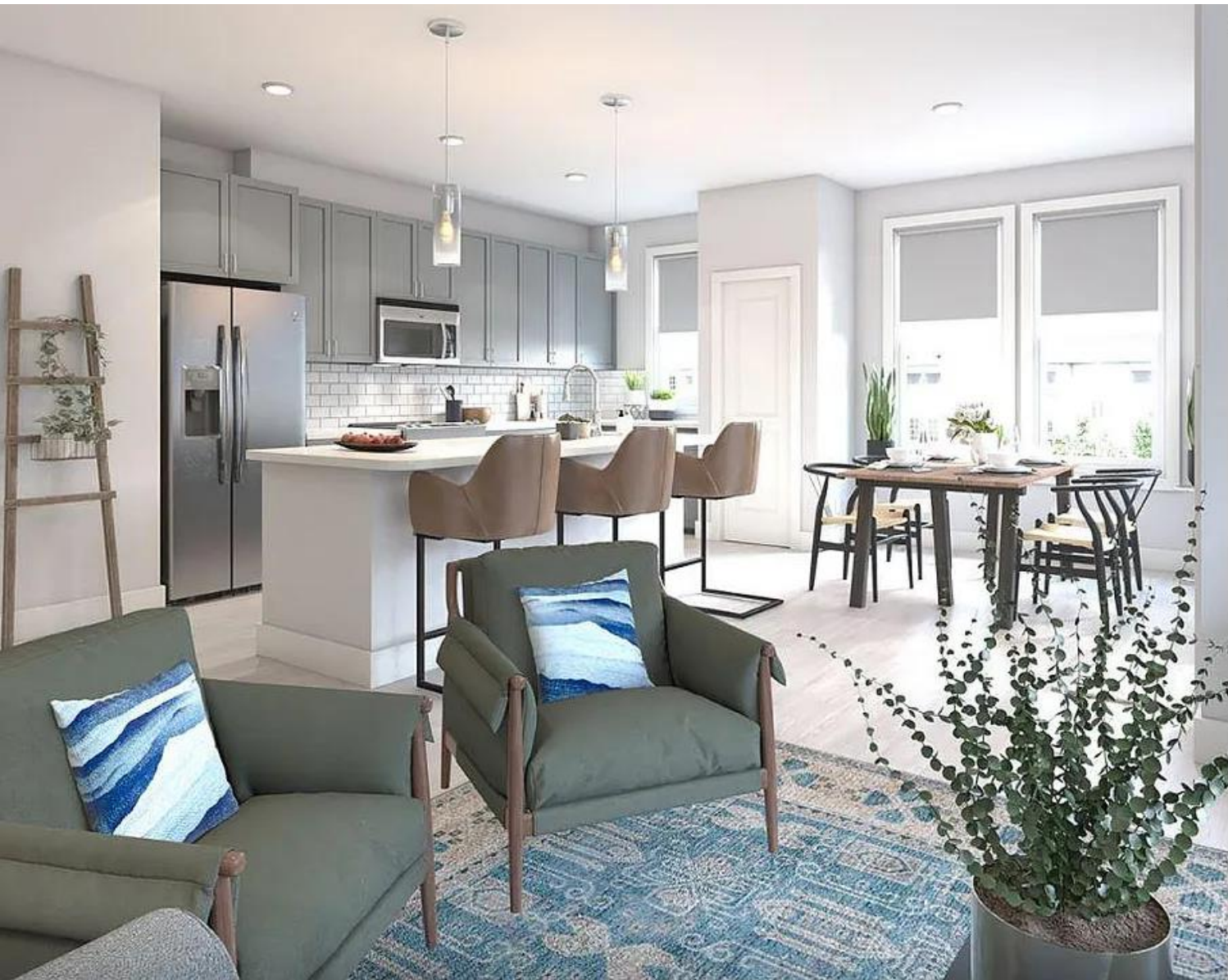
\$2,100
1 bd | 1 ba | 575 sqft
For rent - **Unit B315**



\$2,380
1 bd | 1 ba | 540 sqft
For rent - **Unit B114**



37



Aquatera

55 Gardner Dr, Hilton Head Island, SC 29926

Contact property

Units Map Overview Facts & Features Policies FAQ Near

2 units - Available NOV 7 2022



A2
\$2,215 - \$2,365
1 bd | 1 ba | 904 sqft
3 units - Available now



A1
\$2,250 - \$2,350
1 bd | 1 ba | 890 sqft
3 units - Available Jan 16 2023



B1
\$3,025 - \$3,175
2 bd | 2 ba | 1,200 sqft
3 units - Available Nov 7 2022



38



The Bluestone

4921 Bluffton Pkwy, Bluffton, SC 29910

★★★★★ (1)

Contact property

Special offers Units Map Overview Facts & Features Policies



1 bd | 1 ba | 728 sqft

4 units - Available now



The Beaufort 1 Bedroom 1 Bath Renovated

\$1,779 - \$2,084

1 bd | 1 ba | 728 sqft

Unit 832 - Available now



The Savannah 2 Bedroom 2 Bath Renovated

\$1,839 - \$2,709

2 bd | 2 ba | 1,105 sqft

4 units - Available Oct 1 2022



The Savannah 2 Bedroom 2 Bath

\$1,845 - \$2,336

2 bd | 2 ba | 1.105 sqft

39



[Share](#) [Report](#)

69 Calhoun St

Bluffton, SC 29910

[Units](#) [Map](#) [Facts & Features](#) [Policies](#) [FAQ](#) [Nearby schools](#) >

Units

For Rent

2 Bed



\$3,893

2 bd | 2 ba | 1,148 sqft

For rent - **Unit 202**



\$4,254

2 bd | 2 ba | 1,276 sqft

For rent - **Unit 200**

40



[Save](#) [Share](#) [Report](#)

Income Restricted ⓘ

Emerson Isles

20 Simmonsville Rd, Bluffton, SC 29910

★☆☆☆☆ (1)

[⚡ Book tour now](#)

[Contact property](#)

[Special offers](#) [Units](#) [Map](#) [Overview](#) [Facts & Features](#) [Reviews](#)



The Indigo

\$1,910

2 bd | 2 ba | 996 sqft



The Slate

\$1,964

3 bd | 2 ba | 1,090 sqft





[Save](#) [Share](#) [More](#)

\$2,500/mo | 2 bd | 2 ba | 970 sqft

100 Kensington Blvd APT 814, Bluffton, SC 29910

● Apartment for rent

[Contact property](#)

[Overview](#) [Facts and features](#) [Rent Zestimate](#) [Price History](#) >

- Date available:** Sat Oct 8 2022
- Parking:** Garage - Detached, Off-street
- Type:** Apartment
- Laundry:** In Unit
- Cooling:** Other
- Heating:** Forced air
- Deposit & fees:** \$2,500
- Pets:** No Pets

42



Mystic Bluff Apartments

103 Inspiration Ave, Bluffton, SC 29910

Contact property

Units Map Overview Facts & Features Policies FAQ Near



1 bd | 1 ba | 986 sqft
2 units - Available now



Barcolana
\$2,069 - \$2,269
1 bd | 1 ba | 807 sqft
2 units - Available now



Bay
\$2,189
1 bd | 1 ba | 986 sqft
Unit 8303 - Available Dec 1 2022



Cork
\$2,399 - \$2,499
2 bd | 2 ba | 1,240 sqft

43



TOWN OF HILTON HEAD ISLAND

Finance & Administrative Committee

TO: Finance & Administrative Committee
FROM: Marcy Benson, Senior Grants Administrator
VIA: Jeff Herriman, Treasurer
CC: John Troyer, Finance Director
DATE: July 24, 2023
SUBJECT: Consideration of a Resolution to Authorize Submittal of the Community Development Block Fund (CDBG) Entitlement Program Consolidated Annual Performance Evaluation Report (CAPER) for Program Year 2022 to the U.S. Department of Housing and Urban Development

RECOMMENDATION:

Staff recommends the Finance & Administrative Committee recommend to Town Council approval of the resolution to authorize the submittal of the Town's 2022 Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER) as required by the U.S Department of Housing and Urban Development (HUD) for participation in the CDBG Entitlement Program.

BACKGROUND:

In 2015 the Town of Hilton Head Island began participating in the HUD CDBG Entitlement Program. The HUD-required 2022 One Year Action Plan was approved by HUD in August 2022. To meet HUD requirements a CAPER must be prepared each year of program participation and public input must be solicited for the CAPER. The CAPER describes activities implemented and accomplishments related to the goals and objectives identified in the 2020 – 2024 Five Year Consolidated Plan and the 2022 Annual Action Plan.

On August 16, 2023, the CAPER will be released to the public for a 15-day public comment period and a public meeting to present the CAPER and solicit public input will be held on that day. Attendance data and a summary of public comments received will be included with the final draft of the CAPER scheduled to be presented at the September 19, 2023, Town Council meeting.

Approval of the CAPER at the September 19, 2023, Town Council meeting will allow the report to be submitted by the September 28, 2023, HUD deadline.

SUMMARY:

The 2022 CAPER outlines how CDBG funds were spent, and the progress made towards the goals outlined in the Five-Year Consolidated Plan and the Annual Action Plan. The 2022 CAPER is a HUD requirement for participation in the CDBG Entitlement Program. The CAPER is submitted to HUD annually within 90 days after the close of the program year. The due date is September 28, 2023.

ATTACHMENTS:

1. Resolution
2. Program Year 2022 Consolidated Annual Performance Evaluation Report (CAPER)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2022 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

WHEREAS, in August 2022 the Town of Hilton Head Island Community Development Block Grant (CDBG) One Year Annual Action Plan for program year 2022 detailing goals and objectives to be implemented to address community needs in low- and moderate-income areas within the Town’s jurisdiction was approved by the United States Department of Housing and Urban Development (HUD); and

WHEREAS, as an entitlement community, the Town must prepare and submit a CAPER to HUD within 90 days after the close of the program year; and

WHEREAS, the CAPER is an annual report of activities implemented and accomplishments of goals and objectives identified in the 2022 Annual Action Plan; and

WHEREAS, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the 2022 CAPER by conducting a public meeting and 15-day comment period to solicit citizen input and review for the 2022 CAPER; and

WHEREAS, the Town Manager is authorized to submit the 2022 CAPER to HUD for 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 2022 CAPER as submitted in the attachment to this resolution be approved and submitted to HUD.

MOVED, APPROVED, AND ADOPTED ON THIS ___ DAY OF SEPTEMBER 2023.

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Council Clerk

APPROVED AS TO FORM:

Curtis Coltrane, Town Attorney

Introduced by Council Member: _____

Town of Hilton Head Island

2022

Consolidated Annual Performance Evaluation Report (CAPER)

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



~DRAFT~

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

At the end of each program year, the Town of Hilton Head Island (Town) is required to prepare a Consolidated Annual Performance Evaluation Report (CAPER). This report must be submitted to HUD within 90 days after the close of the program year and includes information on the programmatic accomplishments under the CDBG program. This CAPER is for the third year of the 2020 – 2024 Five Year Consolidated Plan. The Town allocation for 2022 was \$204,430 and \$32,387 in unexpended funds from program year 2019 was carried over for use in program year 2022. In program year 2022 \$315 in 2021 funds were expended for administration activities; and \$66,221.61 in 2021 funds were expended for the program year 2021 Patterson Park project related to archeological studies and project design services. In program year 2022 CDBG resources available totaled \$588,174.11, which is a combination of the 2021 and 2022 program year funds and 2020 CDBG-CV funds available totaled \$102,899.

Administrative and Planning Activities:

The 2022 Annual Action Plan was submitted to HUD in June 2022. In August 2022 the Town was notified the 2022 Annual Action Plan was approved and a grant agreement for 2022 was executed. Five activities were conducted from August 2022 through June 2023 related to public notice requirements for the Taylor Family Neighborhood Park project, the 2021 CAPER and development of the 2023 Annual Action Plan. \$315 in program year 2021 funds, and \$1030 in program year 2022 CDBG funds have been expended for administrative services by the Town. This equals a total of \$1,345 for administrative services.

Non-Housing Community Development Activities.

The Patterson Park project was funded with \$118,792 of 2018 program year dollars and \$232,565 of 2021 program year dollars. The environmental review of this project was completed in June 2023. A total of \$66,221.61 was expended in program year 2022 for the completion of archaeological research and study services and project design services. In August 2022 the Town received a CDBG-CV reallocation award in the amount of \$102,899. A total of \$100,841 was expended during program year 2022 for public service activities related to prevention, preparation, and recovery efforts related to the COVID-19 pandemic. The remaining \$2,058 of these funds are designated for administration costs to carry out the disbursement of the CDBG-CV reallocation funds.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
COVID-19 Response and Recovery	Non-Housing Community Development	CDBG: \$ 238,313 CDBG-CV: \$634,987	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	37,099	18,917	100.00%	37,099	3,341	100.00%
Facilities, Housing, Public Svcs, Econ Dev. Yr. 2	Affordable Housing Non-Housing Community Development	CDBG: \$351,357	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13,692	1,501	25.15%	1,733	1,501	25.15%
Facilities, Housing, Public Svcs, Econ Dev. Yr. 3	Affordable Housing Non-Housing Community Development	CDBG: \$236,817	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13,692	4,445	0.00%	4,364	4,445	0.00%
Facilities, Housing, Public Svcs, Econ Dev. Yr. 4	Affordable Housing Non-Housing Community Development	CDBG: \$0.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13,692	0	0.00%	0	0	0.00%
Facilities, Housing, Public Svcs, Econ Dev. Yr. 5	Affordable Housing Non-Housing Community Development	CDBG: \$0.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13,692	0	0.00%	0	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Town has used CDBG funds to address priority needs identified in the 2020 – 2024 Consolidated Plan and 2022 Annual Action Plan. Funds are being used for the needs listed as a high priority, which includes public facilities and improvements and administrative and planning. During program year 2022 funds expended for administrative and planning equaled \$1,345. Funds expended for public facilities and improvements related to the program year 2021 Patterson Park project equaled \$66,221.61. The environmental review process and project design services for the Patterson Park Project have been funded with CDBG dollars. The environmental review for the program year 2022 Taylor Family Neighborhood Park project has been completed and authorization for use of funds is expected in the next several weeks, and use of funds for design services is anticipated to begin in the next several months.

In August 2022 the Town received a CDBG-CV reallocation award in the amount of \$102,899. A substantial amendment was approved for the 2020 – 2024 Five Year Consolidated Plan and \$100,841 was expended during program year 2022 for public service activities related to prevention, preparation, and recovery efforts related to the COVID-19 pandemic. The remaining \$2,058 of these funds are designated for administrative costs to carry out the disbursement of the CDBG-CV reallocation funds.

CR-10 - Racial and Ethnic composition of families assisted.

Describe the families assisted (including the racial and ethnic status of families assisted).
91.520(a)

	CDBG
White	2,871
Black or African American	564
Asian	46
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	3,481
Hispanic	986
Not Hispanic	3459

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

According to the U.S. Census the total population of the Town is 37,661. The population composition is as follows: 29,826 persons (79.19%) are White; 2,192 persons (5.82%) are Black or African American; 155 persons (0.41%) are American Indian or Alaska Native; 286 persons (0.76%) are Asian; 8 persons (0.02%) are Native Hawaiian and Other Pacific Islander; 2,680 persons (7.11%) are Some Other Race; and 2,514 persons (6.67%) are Two or More Races. The total Hispanic population of the Town is comprised of 5,358 persons which is 14.22% of the total Town population. It should be noted in Census 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 or African American and their ethnicity Hispanic.

The data represented in the table above for the Town Census Tract 105 does not reflect a racial and ethnic total for the categories “Some Other Race Alone” or “Two or More Races”. These two categories total 964 for Census Tract 105.

The table above represents the 2021 U.S. Census American Community Survey data population information for the Town Census Tract 105. This Census Tract is where 2022 CDBG program year funds were spent in 2022. The total population for Census Tract 105 is 4,445. The population composition for Census Tract 105 is as follows: 2,871 persons (64.58%) are White; 564 persons (12.68%) are Black or African American; 46 persons (1.03%) are Asian; no persons (0.00%) are American Indian or Alaska Native; no persons (0.00%) are Native Hawaiian or Other Pacific Islander; 424 persons (9.53%) are Some Other Race; and 540 persons (12.14%) are Two or More Races. The total Hispanic population of Census Tract 105 is comprised of 986 persons which is 22.18% of the total Census Tract population.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available.

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$588,174.11	\$67,566.61
CDBG-CV	public - federal	\$102,899	\$100,841

Table 3 - Resources Made Available

Narrative

During program year 2022 funds expended for administrative and planning equaled \$1,345. Funds expended for public facilities and improvements related to the program year 2021 Patterson Park project equaled \$66,221.61.

In August 2022 the Town received a CDBG-CV reallocation award in the amount of \$102,899. A substantial amendment was approved for the 2020 – 2024 Five Year Consolidated Plan and \$100,841 was expended during program year 2022 for public service activities related to prevention, preparation, and recovery efforts related to the COVID-19 pandemic. The remaining \$2,058 of these funds are designated for administration costs to carry out the disbursement of the CDBG-CV reallocation funds.

Identify the geographic distribution and location of investments.

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 105	98%	1%	The funds for infrastructure improvements in Census Tract 105, which meets LMI requirements, are for program year 2022.
Census Tract 108	0%	0%	No CDBG funded projects were planned in Census Tract 108 for the 2022 program year
Census Tract 110	98%	25%	The funds for infrastructure improvements in Census Tract 110, which meets LMI requirements, are for program year 2021.
Census Tract 111	0%	0%	No CDBG funded projects were planned in Census Tract 111 for the 2022 program year.
Census Tract 113	0%	0%	No CDBG funded projects were planned in Census Tract 113 for the 2022 program year.
Town-Wide	2%	2%	Funds for program administration costs which meet HUD requirements.

Table 4 – Identify the geographic distribution and location of investments.

Narrative

Resources available to the Town during the 2022 program year included CDBG funds allocated to the Town from HUD for the 2021 and 2022 program years.

Program year 2021 CDBG funds expended for public facilities and improvements related to the Patterson Park project located in Census Tract 110 and equaled \$66,221.61. These expenditures included archaeological archival research, a phase I cultural resources study, phase II testing at the park site location, and park design services.

During program year 2022 CDBG funds expended for administrative and planning for 2021 activities equaled \$315, and for 2022 activities equaled \$1,030. These 2022 expenditures were related to the Taylor Family Neighborhood Park project located in Census Tract 105.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

While the CDBG program does not require leveraging, if project costs exceed the allocated CDBG funds other Town resources may be used in combination to leverage project costs over the CDBG allocation amount.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	6	8
Number of Special-Needs households to be provided affordable housing units	0	0
Total	6	8

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	6	8
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	6	8

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

In the third year (2022) of reporting on the 2020 – 2024 Five Year Consolidated Plan there was one goal to provide rental assistance to six households. This rental assistance is provided through the Beaufort Housing Authority, and not directly by the Town. The Beaufort Housing Authority provided eight households with rental assistance. For production of new units, rehab of existing units and acquisition of existing units there was no goal set in the 2020 – 2024 Five Year Consolidated Plan. These are not activities the Town typically undertakes with CDBG funds. The difficulty in setting affordable housing goals pertains to the high cost and limited availability of buildable property on a coastal barrier island with finite boundaries.

Discuss how these outcomes will impact future annual action plans.

In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing

affordable housing to the local workforce. In 2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town's housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 Town staff developed workforce housing amendments for the Town Land Management Ordinance (LMO). The amendments created a policy which uses incentives to promote conversion of commercial space into workforce housing units. These amendments moved through the approval process and the commercial conversion LMO amendment was adopted by Town Council on November 17, 2020. On February 16, 2021, a second set of LMO amendments related to work force housing were adopted by Town Council allowing bonus density for work force housing units under certain conditions.

In 2022 the Town approved a resolution establishing the Beaufort-Jasper Regional Housing Trust Fund (RHTF). This regional organization was created to address the need for affordable housing in Beaufort and Jasper Counties. Goals of the RHTF are to: create new housing units, or rehabilitate or preserve existing housing units for households at or below 120 percent of Area Median Income with a strong focus on households at or below 60 percent of Area Median Income; provide workforce housing for the growing Beaufort-Jasper economy; help households maintain financial stability and build wealth by reducing the amount of money spent on housing and transportation; strengthen relationships, build trust and engage partners and stakeholders, ensuring an organized and collaborative approach to regional housing challenges; increase awareness of existing and new financial products that serve the Beaufort-Jasper community; and leverage outside funding from banks, corporations, philanthropic institutions, and federal, state, and local governments.

In November 2022 the Town Council of the Town adopted a Workforce Housing Framework, which commits the Town to work with the community to plan, manage, and fund home initiatives. The resolution approving the Framework authorizes the Town manager to take necessary steps to develop, implement and carry out strategies identified in the Workforce Housing Framework. The resolution also directs the Town manager to make an annual allocation of \$1 million for workforce housing beginning in the 2023 fiscal year. The Workforce Housing Framework consists of four pillars, each with specific goals, strategies, and critical first steps necessary to accomplish the mission of the Framework. The four pillars include:

- Community: the goal is to engage, collaborate, and inform the community on housing challenges and identify community-led housing program solutions. Strategies include developing partnerships and relationships with community organizations and establishing a housing action committee.
- Planning: the goal is to create a social, political, and economic environment that stimulates workforce housing through planning, policymaking, and programming.
- Management: the goal is to establish a management program and policies to advance workforce housing opportunities. This includes adding dedicated Town staff for

planning and coordination and exploring the creation of a professionally managed housing organization.

- Revenue: the goal is to provide a consistent, sustainable, and multi-sourced revenue model for funding workforce housing initiatives and partnerships. Through this goal the Town commits to a funding a plan that meets the needs of a multi-year workforce housing action plan.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	3,431	0
Total	3,431	0

Table 7 – Number of Households Served

Narrative Information

The Town has been designated an exception grantee which results in a LMI area percentage of 49.56% and is applied to Census tracts and blocks to determine activity eligibility on an area basis. The Town locates CDBG funded projects in Census tracts which meet or exceed the 49.56% or higher low-and-moderate-income population requirement established by HUD. The public infrastructure improvement listed in this 2022 CAPER for the Taylor Family Neighborhood Park is located in one of the Census tracts that meets these criteria.

The table above represents demographic information for clientele receiving public services provided by 2020 CDBG-CV reallocated funds, which were disbursed during the 2022 program year. The Town funded local public service organizations aiding predominantly low-and-moderate-income clientele for COVID-19 response and recovery efforts. During the application process organizations had to verify their clientele was 51% or more low-and-moderate-income based on HUD published income levels.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

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

The Covid-19 Pandemic influenced the collection of data in 2021 and HUD provided a waiver permitting Continuums of Care across the country to modify or eliminate the 2021 point in time count due to health and safety concerns. This resulted in no consistency in data collection and reporting implemented by the Continuums of Care statewide in 2021.

Results of the 2020 point in time count indicated 12 persons experiencing homelessness interviewed in Beaufort County. Of the 12 persons interviewed in January 2020, there was one (1) living unsheltered and 11 living in shelters. Of the 12 persons none were veterans and one (1) was chronically homeless. It is important to note, since the Town 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.

Addressing the emergency shelter and transitional housing needs of homeless persons.

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

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that

address housing, health, social services, employment, education, or youth needs.

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

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 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.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing.

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

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

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

Actions taken to provide assistance to troubled PHAs.

Not Applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

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 taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Data for lead-based paint hazards in the Town. At this time actions to address lead-based paint hazards have not been identified.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

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

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

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Town has participated in the HUD CDBG Entitlement Program since 2015. During the eight years of program participation the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, South Carolina field office during the first seven years of program participation. In program year 2022 the Town received a timeliness noncompliance notice. A timeliness workout plan was submitted to the HUD Columbia field office in June 2023 and notification of plan acceptance is pending.

In April 2021 a remote monitoring session was conducted by the Columbia field office

representative. No findings were reported during this monitoring; however, two concerns were cited. The first concern identified the need for a local written policies and procedures manual for administration of the CDBG award. Town staff developed a local CDBG policy and procedures manual in response to this concern and submitted it to HUD staff in June 2022. The second concern identified the need for an oversight process for subrecipients of 2020 CDBG and CDBG-CV funds. Town staff immediately conducted seven monitoring reviews of randomly selected subrecipients of 2020 CDBG and CDBG-CV funds. All subrecipient monitoring reviews resulted in no findings or concerns. In 2019 a “No Findings or Concerns” report was issued by the Regional Environmental Officer at the completion of an onsite Environmental Review Procedures monitoring visit.

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

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

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

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Analysis of Impediments to Fair Housing Choice (AI) acknowledged nine impediments to fair housing choice: housing affordability, high cost of housing, inventory, transportation, small urban area, shelter and homelessness limited facilities, financial illiteracy, discrimination, and other.

Actions to overcome the effects of impediments identified in the AI include:

- In coordination with the Community Foundation of the Lowcountry and Hilton Head Public Service District, the Town committed to \$10 million of sewer improvements which will connect lower income areas which rely on septic systems to treat wastewater.
- The Town has used CDBG entitlement funds to pave dirt roads located in low- and moderate-income areas.
- The Town donated town-owned property for a 10 home Habitat for Humanity development.
- In 2017 the Public Planning Committee of the Town Council and Town staff began to study the issue of availability of workforce and affordable housing.

- In 2017 the Town was a participant in the Beaufort County Housing Needs Assessment process.
- In 2017 affordable housing stakeholder meetings were held with local builders, developers, employers, and service organizations to solicit input on community affordable housing needs.
- In 2017 the Town Council of the Town adopted nine recommendations related to workforce and affordable housing.
- In 2018 Town staff developed a scope of work for research, analysis, and options for a Town affordable housing strategy.
- In 2018 the Town engaged Lisa Sturtevant & Associates and Clemson University to develop workforce housing strategic plan.
- In April 2019 the workforce housing strategic plan was completed. It identifies workforce housing needs on Hilton Head Island, defines workforce housing, makes strategy recommendations, and includes implementation steps and a workforce housing toolbox.
- In 2019 and 2020 in response to the workforce housing strategic plan Town staff and the Town Council's Public Planning Committee developed a workforce housing policy and proposed amendments to the Town Land Management Ordinance (LMO) which allows for workforce housing opportunities. The proposed amendments to the LMO outline incentives to promote development of workforce housing units.
- In 2020 the amendments moved through the approval process and the commercial conversion LMO amendment was adopted by Town Council on November 17, 2020.
- In December 2020 a consultant was hired through a partnership with area counties and municipalities and research for developing a housing trust fund was underway.
- On February 16, 2021, a second set of LMO amendments related to work force housing were adopted by Town Council allowing bonus density for work force housing units under certain conditions.
- On February 22, 2022, Town Council hosted a workshop focused on workforce housing. The Town Manager proposed a public-private partnership strategy to develop workforce housing on Town-owned property.
- In April 2022, the Town issued a Request for Qualifications for a private partner to develop 12.97 acres of Town-owned land into a vibrant neighborhood for working families and individuals.
- In November 2022 Town Council adopted a Workforce Housing Framework which commits the Town to work with the community to plan, manage, and fund home initiatives.
- In May 2023 Town Council authorized the creation of the Housing Action Committee, which will advise and recommend to the Town various housing strategies for consideration, adoption, and implementation.
- In June 2023 Town Council approved \$3.3 million to launch a new Housing Fund to support workforce housing initiatives within the Town.

CR-40 - Monitoring 91.220 and 91.230

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

The Town Finance Department staff is responsible for ensuring CDBG program requirements and funds are managed and allocated in compliance with federal regulations and guidelines. Town staff adheres to the procurement requirements as stated in the Municipal Code of the Town of Hilton Head Island, South Carolina Title 11, Procurement and Purchasing. Monitoring of Town files is conducted on an as-needed basis.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

A public notice advertising the public meeting and 15-day public comment period for the 2022 CAPER was published in the newspaper with local circulation (The Island Packet) and posted at the Town Hall bullet board and website on Wednesday, August 9, 2023. In addition, the public meeting notice was sent via email “blast” to individuals who submitted email addresses requesting notification of public notices. The 15-day public comment period will begin on Wednesday, August 16, 2023, and end on Thursday, August 31, 2023. A public meeting will be held on Wednesday, August 16, 2023, at 5pm at the Benjamin M. Racusin Council Chambers at the Town of Hilton Head Island Town Hall located at 1 Town Center Court, Hilton Head Island, South Carolina. A comment summary and the outcome of Town Council actions will be attached to this CAPER after the close of the public comment period and the conclusion of the September 19, 2023 Town Council meeting.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The year reported in this CAPER (2022) was the third year of the Town 2020 – 2024 Five Year Consolidated Plan and the objectives in the plan to allocated CDBG funding for a public improvement project and program administration costs did not change.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided.

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding childcare.					
Assisted residents to apply for or attend community college or a four-year educational institution.					
Assisted residents to apply for or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

No construction contracts were awarded during the July 2022 – June 2023 reporting period. One non-construction purchase order during the July 2022 – June 2023 reporting period totaled \$46,069 and no new persons needed to be hired to complete the covered purchase order.

ATTACHMENTS



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2022
 HILTON HEAD ISLAND , SC

DATE: 07-03-23
 TIME: 10:09
 PAGE: 1

PART I : SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	412,276.23
02 ENTITLEMENT GRANT	204,430.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	616,706.23

PART II : SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	66,221.61
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	66,221.61
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,345.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	67,566.61
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	549,139.62

PART III : LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	66,221.61
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	66,221.61
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	204,430.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	204,430.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,345.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	1,345.00
42 ENTITLEMENT GRANT	204,430.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	204,430.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	0.66%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	1	75	6679718	Patterson Park Arch Archival Research, Phase I Cultural Resources Survey, & Phase II Testing	03F	LMA	\$17,443.48
2021	1	75	6714183	Patterson Park Arch Archival Research, Phase I Cultural Resources Survey, & Phase II Testing	03F	LMA	\$7,928.85
2021	1	88	6711441	Professional Design Services - Thomas & Hutton	03F	LMA	\$6,176.04
2021	1	88	6752415	Professional Design Services - Thomas & Hutton	03F	LMA	\$1,335.00
2021	1	89	6711441	Professional Design Services - Witmer Jones Keefer	03F	LMA	\$8,991.15
2021	1	89	6752415	Professional Design Services - Witmer Jones Keefer	03F	LMA	\$22,910.75
2021	1	90	6711441	Professional Design Services - Johnson Mirmiran & Thompson, Inc.	03F	LMA	\$1,436.34
					03F	Matrix Code	\$66,221.61
Total							\$66,221.61

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

No data returned for this view. This might be because the applied filter excludes all data.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	2	79	6681623	2021 CAPER Public Notice	21A		\$315.00
2022	2	91	6719544	Taylor Family Neighborhood Park Floodplain and Wetland Protection Step 2 Early Public Notice	21A		\$200.00
2022	2	92	6719544	Taylor Family Neighborhood Park Floodplain and Wetland Protection Step 7 Final Public Notice	21A		\$315.00
2022	2	93	6732944	2023 Annual Action Plan Public Meeting Notice	21A		\$200.00
2022	2	94	6746275	2023 Annual Action Plan 30 Day Public Comment Period Notice	21A		\$315.00
					21A	Matrix Code	\$1,345.00
Total							\$1,345.00



PART I: SUMMARY OF CDBG-CV RESOURCES

01 CDBG-CV GRANT	634,987.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	7,500.00
04 TOTAL CDBG-CV FUNDS AWARDED	634,987.00

PART II: SUMMARY OF CDBG-CV EXPENDITURES

05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	613,825.00
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	26,604.00
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	640,429.00
09 UNEXPENDED BALANCE (LINE 04 - LINE8)	(5,442.00)

PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT

10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	613,825.00
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	613,825.00
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	613,825.00
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	100.00%

PART IV: PUBLIC SERVICE (PS) CALCULATIONS

16 DISBURSED IN IDIS FOR PUBLIC SERVICES	613,825.00
17 CDBG-CV GRANT	634,987.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	96.67%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	26,604.00
20 CDBG-CV GRANT	634,987.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	4.19%



LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10

No data returned for this view. This might be because the applied filter excludes all data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11

No data returned for this view. This might be because the applied filter excludes all data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	1	43	6419330	CDBG-CV Boys & Girls Club of Hilton Head Island Distance Learning Assistance Program	05L	LMC	\$25,000.00
		44	6419330	CDBG-CV Hilton Head Regional Habitat for Humanity Mortgage & Rental Assistance Program	05Q	LMC	\$25,000.00
		45	6419330	CDBG-CV Sandalwood Community Food Pantry - Meat Purchase for Underserved Population	05W	LMC	\$5,000.00
			6437348	CDBG-CV Sandalwood Community Food Pantry - Meat Purchase for Underserved Population	05W	LMC	\$6,000.00
		46	6419330	CDBG-CV Second Helpings COVID-19 Emergency Food Initiative	05W	LMC	\$12,000.00
		47	6419330	CDBG-CV Society of St. Vincent de Paul Emergency Financial Assistance	05Q	LMC	\$25,000.00
		48	6419330	CDBG-CV The Children's Center COVID-19 Remediation	05M	LMC	\$25,000.00
		49	6419330	CDBG-CV The Hilton Head Island Deep Well Project Emergency Housing Expenses Program	05Q	LMC	\$16,213.00
			6437348	CDBG-CV The Hilton Head Island Deep Well Project Emergency Housing Expenses Program	05Q	LMC	\$75,000.00
			6465511	CDBG-CV The Hilton Head Island Deep Well Project Emergency Housing Expenses Program	05Q	LMC	\$16,000.00
		61	6437348	CDBG-CV Neighborhood Outreach Connection Basic Needs Assistance	05Q	LMC	\$29,474.00
		62	6437348	CDBG-CV Lowcountry Legal Volunteers Justice For All - Now More Than Ever Program	05C	LMC	\$51,000.00
		63	6441435	CDBG-CV The Children's Center COVID-19 Remediation #2	05L	LMC	\$43,612.00
		64	6441435	CDBG-CV Project Isolate Safe	05M	LMC	\$55,000.00
		65	6441435	CDBG-CV Foundation for Educational Excellence Catching up in COVID Times with Tutors	05D	LMC	\$26,000.00
		66	6441435	CDBG-CV Foundation for Educational Excellence Manipulatives and Materials Overcoming COVID	05D	LMC	\$35,000.00
		67	6465511	CDBG-CV Boys & Girls Club PPE and cleaning costs related to Covid-19 response and recovery efforts	05L	LMC	\$703.00
		68	6465511	CDBG-CV Sandalwood Community Food Pantry Food and Supplies Purchase	05W	LMC	\$16,000.00
		69	6465511	CDBG-CV The Children's Center Covid Hardship Support	05L	LMC	\$18,482.00
		80	6709579	CDBG-CV Antioch Work Transportation Program	05E	LMC	\$7,500.00
		81	6709579	CDBG-CV Hilton Head Island Recreation Association Children's Scholarship Program	05L	LMC	\$5,000.00
		82	6709579	CDBG-CV Lowcountry Legal Volunteers Housing Protection Program	05C	LMC	\$7,500.00
		83	6709579	CDBG-CV Programs for Exceptional People Scholarship Program	05B	LMC	\$6,240.00
		84	6709579	CDBG-CV Sandalwood Community Food Pantry Food and Supplies Purchase	05W	LMC	\$20,000.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	1	84	6756357	CDBG-CV Sandalwood Community Food Pantry Food and Supplies Purchase	05W	LMC	\$3,750.00
		85	6709579	CDBG-CV Second Helpings Healthy Food Initiative	05W	LMC	\$20,000.00
			6756357	CDBG-CV Second Helpings Healthy Food Initiative	05W	LMC	\$3,750.00
		86	6709579	CDBG-CV The Children's Center Affordable Childcare First Step to Economic Vitality	05L	LMC	\$14,601.00
		87	6709579	CDBG-CV VIM Hilton Head Island Continuous Glucose Monitoring Devices for High Risk Patients	05M	LMC	\$20,000.00
Total							\$613,825.00

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	1	43	6419330	CDBG-CV Boys & Girls Club of Hilton Head Island Distance Learning Assistance Program	05L	LMC	\$25,000.00
		44	6419330	CDBG-CV Hilton Head Regional Habitat for Humanity Mortgage & Rental Assistance Program	05Q	LMC	\$25,000.00
		45	6419330	CDBG-CV Sandalwood Community Food Pantry - Meat Purchase for Underserved Population	05W	LMC	\$5,000.00
			6437348	CDBG-CV Sandalwood Community Food Pantry - Meat Purchase for Underserved Population	05W	LMC	\$6,000.00
		46	6419330	CDBG-CV Second Helpings COVID-19 Emergency Food Initiative	05W	LMC	\$12,000.00
		47	6419330	CDBG-CV Society of St. Vincent de Paul Emergency Financial Assistance	05Q	LMC	\$25,000.00
		48	6419330	CDBG-CV The Children's Center COVID-19 Remediation	05M	LMC	\$25,000.00
		49	6419330	CDBG-CV The Hilton Head Island Deep Well Project Emergency Housing Expenses Program	05Q	LMC	\$16,213.00
			6437348	CDBG-CV The Hilton Head Island Deep Well Project Emergency Housing Expenses Program	05Q	LMC	\$75,000.00
			6465511	CDBG-CV The Hilton Head Island Deep Well Project Emergency Housing Expenses Program	05Q	LMC	\$16,000.00
		61	6437348	CDBG-CV Neighborhood Outreach Connection Basic Needs Assistance	05Q	LMC	\$29,474.00
		62	6437348	CDBG-CV Lowcountry Legal Volunteers Justice For All - Now More Than Ever Program	05C	LMC	\$51,000.00
		63	6441435	CDBG-CV The Children's Center COVID-19 Remediation #2	05L	LMC	\$43,612.00
		64	6441435	CDBG-CV Project Isolate Safe	05M	LMC	\$55,000.00
		65	6441435	CDBG-CV Foundation for Educational Excellence Catching up in COVID Times with Tutors	05D	LMC	\$26,000.00
		66	6441435	CDBG-CV Foundation for Educational Excellence Manipulatives and Materials Overcoming COVID	05D	LMC	\$35,000.00
		67	6465511	CDBG-CV Boys & Girls Club PPE and cleaning costs related to Covid-19 response and recovery efforts	05L	LMC	\$703.00
		68	6465511	CDBG-CV Sandalwood Community Food Pantry Food and Supplies Purchase	05W	LMC	\$16,000.00
		69	6465511	CDBG-CV The Children's Center Covid Hardship Support	05L	LMC	\$18,482.00
		80	6709579	CDBG-CV Antioch Work Transportation Program	05E	LMC	\$7,500.00
		81	6709579	CDBG-CV Hilton Head Island Recreation Association Children's Scholarship Program	05L	LMC	\$5,000.00
		82	6709579	CDBG-CV Lowcountry Legal Volunteers Housing Protection Program	05C	LMC	\$7,500.00
		83	6709579	CDBG-CV Programs for Exceptional People Scholarship Program	05B	LMC	\$6,240.00
		84	6709579	CDBG-CV Sandalwood Community Food Pantry Food and Supplies Purchase	05W	LMC	\$20,000.00
			6756357	CDBG-CV Sandalwood Community Food Pantry Food and Supplies Purchase	05W	LMC	\$3,750.00
		85	6709579	CDBG-CV Second Helpings Healthy Food Initiative	05W	LMC	\$20,000.00
			6756357	CDBG-CV Second Helpings Healthy Food Initiative	05W	LMC	\$3,750.00
		86	6709579	CDBG-CV The Children's Center Affordable Childcare First Step to Economic Vitality	05L	LMC	\$14,601.00
		87	6709579	CDBG-CV VIM Hilton Head Island Continuous Glucose Monitoring Devices for High Risk Patients	05M	LMC	\$20,000.00
Total							\$613,825.00

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

**NOTICE OF 15 DAY PUBLIC COMMENT PERIOD
AND PUBLIC MEETING
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT
(CAPER)**

Notice is hereby given that the Town of Hilton Head Island prepared a draft of its 2022 Consolidated Annual Performance Evaluation Report (CAPER) required by the U.S. Department of Housing and Urban Development (HUD) to assess progress in carrying out its one-year action plan for the HUD funded Community Development Block Grant (CDBG) Entitlement Program. The 2022 CAPER will be available for review and comment for 15 days beginning **Wednesday, August 16, 2023.**

A public meeting to obtain comments on the 2022 CAPER will be held **Wednesday, August 16, 2023, at 5:00 pm** at the Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers, 1 Town Center Court, Hilton Head Island, South Carolina. Copies of the draft CAPER will be available for review at the meeting and Monday – Friday, 8:00 am – 4:30 pm at the Town of Hilton Head Island Town Hall, or may be accessed via the Town of Hilton Head Island website at: <https://hiltonheadislandsc.gov> beginning at 8:00 am, **Wednesday, August 16, 2023.**

Written comments on the 2022 CAPER are encouraged. They may be submitted via the website link, email to marcyb@hiltonheadislandsc.gov, or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Finance Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until **Thursday, August 31, 2023.**

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.