



Town of Hilton Head Island
TOWN COUNCIL MEETING
Tuesday, September 15, 2020, 4:00 p.m.
AGENDA

In accordance with Emergency Ordinance 2020-17, this meeting is being conducted virtually and can be viewed on the Town's Facebook Page (<http://facebook.com/TownofHiltonHeadIslandSC>), and website (<https://www.hiltonheadislandsc.gov/>), as well as Hargray channels 9 & 113 and Spectrum channel 1304.

- 1. Call to Order**
- 2. FOIA Compliance:** Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Pledge to the Flag**
- 4. Invocation – Father Greg Kronz, St. Luke's Church**
- 5. Approval of Agenda**
- 6. Approval of Minutes**
 - a. Regular Meeting, August 18, 2020
 - b. Special Meeting, August 19, 2020
 - c. Special Meeting, August 27, 2020
 - d. Special Meeting, August 31, 2020
- 7. Report of the Town Manager**
 - a. Gullah-Geechee Land & Cultural Preservation – Lavon Stevens, Chairman
 - b. Beaufort County Matters Update
 - i. Convenience Center
 - ii. County-owned Parks
 - iii. County-owned Roads
 - c. Town Council Public Hearing: Our Plan 2020-2040 Comprehensive Plan, October 6, 2020 at 5:00 p.m.
 - d. Items of Interest
- 8. Reports from Members of Council**
 - a. General Reports from Council
 - b. Report of the Intergovernmental Committee – Bill Harkins
 - c. Report of the Community Services & Public Safety Committee – Marc Grant
 - d. Report of the Public Planning Committee – David Ames
 - e. Report of the Finance & Administrative Committee – Tom Lennox
- 9. Proclamations/Commendations – NONE**

10. Appearance by Citizens

Citizens who wish to speak before Town Council concerning matters not already on the agenda, must contact the Town Clerk at 843-341-4701, prior to 12:00 p.m. the day of the meeting. Those who wish to provide comments/feedback on scheduled agenda items may do so by visiting the Open Town Hall portal.

11. Consent Agenda

Town Council may approve the Consent Agenda as a whole, with all noted agenda items included; or a member of the Council may request that an item be removed from the Consent Agenda to further discuss.

a. Second Reading of Proposed Ordinance 2020-16 – Leg O’ Mutton Road

Second Reading of Proposed Ordinance 2020-16 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map with respect to the certain 6.7 acre parcel located at 76 Leg O’ Mutton Road, identified as PIN R510 008 000 0275 000, within the Indigo Run Master Plan under the PD-1 (Planned Development Mixed Use) Zoning District, to change the existing allowed use and density of the parcel to either a Wholesale Landscape Nursery and Landscape Contractor’s Office with outside storage at up to 6,000 square feet per net acre, without any grinding or logging for the entire site or Residential at 8 unites per net acre for the entire site; and providing for severability and an effective date.

b. Second Reading of Proposed Ordinance 2020-18 – Electronic Meetings

Second Reading of Proposed Ordinance 2020-18 to amend the Municipal Code of the Town of Hilton Head Island, South Carolina, by adding Section 2-5-15, to provide for regular and special meetings and public hearings of the Town Council and Town Boards and Commissions with final decision making authority, by Electronic Means during Declared States of Emergency; and by adding Section 2-5-16, to provide for meeting of Boards, Committees, and Commissions that do not have final decision making authority by Electronic Means; providing for exemptions; and providing for severability and effective date.

c. Second Reading of Proposed Ordinance 2020-21 - General Obligation Refunding Bonds

Second Reading of Proposed Ordinance 2020-21 authorizing the issuance and sale of not to exceed \$13,500,000.00 General Obligation Refunding Bonds, in one or more series including a taxable series, if recommended, with appropriate series designations, of the Town of Hilton Head Island, South Carolina; fixing the form and certain details of the Bonds; authorizing the Town Manager or his lawfully authorized designee to determine certain matters relating to the Bonds; providing for payment of the Bonds and disposition of the proceeds thereof; and other matters relating thereto.

12. Unfinished - NONE

13. New Business

a. Consideration of a Resolution – Park Planning, Programming, & Implementation

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing staff to move forward with recommendations per the Parks and Recreation Master Plan, Chaplin Linear Park, and the Shelter Cove Connectivity Project.

13. New Business (cont.)

b. Consideration of a Resolution – HUD/CDBG Entitlement Program 2019 CAPER

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, approving the Community Development Block Grant (CDBG) 2019 Consolidated Annual Performance Evaluation Report (CAPER).

c. First Reading of Proposed Ordinance 2020-222 - Budget Adjustments

First Reading of Proposed Ordinance 2020-22 to amend the budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2021; to provide for the budgeted appropriations of prior year budget roll-forwards and certain other appropriations and commitments, and the expenditures of certain funds; to allocate the sources of revenue for the said funds; and provide for severability and an effective date.

14. Executive Session

- a. Personnel Matters:** Discussion of appointments of members related to Boards and Commissions.
- b. Land Acquisition:** Discussion of negotiations incidents related to the proposed sale, lease, or purchase of property in the Shelter Cove Area.
- c. Land Utilization:** Discussion of negotiations incidents related to the proposed sale, lease, or purchase of property.

15. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

16. Adjournment

Public comments concerning agenda items can be submitted electronically via the Town's Virtual Town Hall portal (<https://hiltonheadislandsc.gov/opentownhall/>). The portal will close at **12:00 p.m.** the day of the scheduled meeting. All comments submitted to the portal will be provided to Town Council for review and made part of the official record.



Town of Hilton Head Island
TOWN COUNCIL
Tuesday, August 18, 2020 at 4:00 p.m.
MEETING MINUTES

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

Present from Town Staff: Steve Riley, *Town Manager*; Josh Gruber, *Assist. Town Manager*; Shawn Colin, *Director of Community Development*; Teri Lewis, *Deputy Director of Community Development*; Nicole Dixon, *Development Review Administrator*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

1. Call to Order

Mayor McCann called the meeting order at 4:00 p.m. By way of roll call, the attendance of Town Council was confirmed.

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

3. Pledge of Allegiance

4. Invocation – Pastor Jeff Dorth, Island Lutheran Church

Pastor Dorth delivered the invocation.

5. Approval of Agenda

Mrs. Becker moved to amend the agenda, removing agenda item 12(b) from the agenda. Mr. Ames seconded. With some discussion from the members of Council and by roll call, the motion to amend the agenda was approved by a vote of 7-0.

6. Approval of Minutes

- a. Regular Meeting, July 21, 2020
- b. Special Meeting, July 29, 2020

Mr. Harkins moved to approve all the minutes as written. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

7. Report of the Town Manager

- a. U.S. 278 Corridor Project Update – Craig Winn, Project Manager, SCDOT

Mr. Winn, Project Manager with the SCDOT made a presentation to the members of Council, discussion the current status of the U.S. 278 Gateway Corridor Project. Mr. Winn answered and address questions received from Council. Mayor McCann confirming that a copy of Mr. Winn's presentation would be up on the Town's website in the coming days.

- b. Parks & Recreation Commission Update – Ray Kisiah, Chairman

Mr. Kisiah, Chairman of the Parks and Recreation Commission, updated the members of Council about the latest events taking place with the Commission over the last several months.

7. Report of the Town Manager (cont.)

c. Proposed Town Council Meeting Dates for 2021

Mr. Riley reviewed the proposed Town Council meeting dates for calendar year 2021. Mr. Harkins moved to approve. Mr. Stanford seconded. The motion was approved by a vote of 7-1.

d. Items of Interest

Mr. Riley stated that all should have received an email from the Greater Island Council about endorsing COVID-19 testing protocol and efforts. He said that staff has been working with Jeremy Clark from Hilton Head Hospital on how the Town could assist him. Mr. Riley said that ideally, testing seven days a week would be needed, but that this would need to be a County-wide project.

Mr. Riley reviewed the current items of interest and public meetings taking place in the coming month.

8. Reports from Members of Council

a. General Reports from Council

Mayor McCann thanked Mr. Harkins for his leadership while he was away from his role as Mayor.

b. Report of the Intergovernmental Committee – Bill Harkins

Mr. Harkins stated that he did not have a report at this time.

c. Report of the Community Services & Public Safety Committee – Marc Grant

Mr. Grant reported that the Committee last discussed the Mitchelville Master Plan, Community Art Master Plan, and policies on dirt roads. He said that all items were approved to move forward to Council for full consideration.

d. Report of the Public Planning Committee – David Ames

Mr. Ames stated that he did not have a report at this time.

e. Report of the Finance & Administrative Committee – Tom Lennox

Mr. Lennox reported that the Committee had met earlier in the day where they discussed the preliminary fiscal year 2020 yearend results and bond refunding.

9. Proclamations/Commendations – NONE

10. Appearance by Citizens

Skip Hoagland addressed the members of Council about his concerns with the SCDOT plans and ATAX funds for the Chamber and DMO.

Patsy Brison and Risa Prince addressed the members of Council about their concerns with the current SCDOT plans for the US 278 Gateway Corridor Project.

11. Unfinished Business

a. Consideration of Proposed Emergency Ordinance 2020-20 - Face Coverings

Consideration of Proposed Emergency Ordinance 2020-20 requiring individuals to wear face coverings in certain circumstances and locations in the Municipal Limits of the Town of Hilton Head Island, South Carolina; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. With limited discussion, by way of roll call, the motion was approved by a vote of 7-0.

11. Unfinished Business (cont.)

b. Consideration of Proposed Emergency Ordinance 2020-19 - Virtual Meetings

Consideration of Propose Emergency Ordinance 2020-19 extending the standards for electronic meetings in the Town of Hilton Head Island, South Carolina; and providing for severability and effective date.

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

c. Second Reading of Proposed Ordinance 2020-03 – General 2019 Amendments Set 2

Second Reading of Proposed Ordinance 2020-03 to amend Title 16 of the Municipal Code of the Town of Hilton Head Island, South Carolina, the Land Management Ordinance (LMO), Chapters 2, 3, 4, 5, 10, and Appendix D. These amendments, commonly referred to as *General 2019 Amendments – Set 2* as noticed in the Island Packet on December 15, 2019, include changes that provide for General Amendments to a variety of sections in the LMO described on Exhibit “A” to the Ordinance, and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. Council’s discussion confirmed that the matter relating to HVAC in the set-backs was removed from the current amendments. Ms. Lewis stated that staff is going to further review and plans to bring back this discussion at a later date. With no further discussion, by way of roll call, the motion was approved by a vote of 7-0.

12. New Business

a. Consideration of a Resolution – Donation from Hilton Head Cycling, Inc.

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, assigning the proceeds of a donation from Hilton Head Cycling, Inc. to be used for bicycle safety on Hilton Head Island.

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

b. Consideration of a Resolution – Park Planning, Programming, Funding & Implementation

Town Council voted to at the beginning of the meeting to remove this item and review at a later date.

c. First Reading of Proposed Ordinance 2020-18 – Electronic Meetings

First Reading of Proposed Ordinance 2020-18 to amend the Municipal Code of the Town of Hilton Head Island, South Carolina, by adding Section 2-5-15, to provide for regular and special meetings and public hearings of the Town Council and Town Boards and Commissions with final decision making authority, by Electronic Means during Declared States of Emergency; and by adding Section 2-5-16, to provide for meeting of Boards, Committees, and Commissions that do not have final decision making authority by Electronic Means; providing for exemptions; and providing for severability and effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. Council discussed the need of this type of ordinance and code change. It was discussed that this ordinance would only apply to those boards and commissions that do not have any governing authority. With no further discussion, by way of roll call, the motion was approved by a vote of 6-1, Mrs. Becker opposing.

12. New Business (cont.)

d. First Reading of Proposed Ordinance 2020-16 – Leg O’ Mutton Road

First Reading of Proposed Ordinance 2020-16 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map with respect to the certain 6.7 acre parcel located at 76 Leg O’ Mutton Road, identified as PIN R510 008 000 0275 000, within the Indigo Run Master Plan under the PD-1 (Planned Development Mixed Use) Zoning District, to change the existing allowed use and density of the parcel to either a Wholesale Landscape Nursery and Landscape Contractor’s Office with outside storage at up to 6,000 square feet per net acre, without any grinding or logging for the entire site or Residential at 8 unites per net acre for the entire site; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. Ms. Dixon gave a brief overview of the need for this parcel to be rezoned. With some discussion, by way of roll call, the motion was approved by a vote of 7-0.

e. First Reading of Proposed Ordinance 2020-21 - General Obligation Refunding Bonds

First Reading of Proposed Ordinance 2020-21 authorizing the issuance and sale of not to exceed \$13,500,000.00 General Obligation Refunding Bonds, in one or more series including a taxable series, if recommended, with appropriate series designations, of the Town of Hilton Head Island, South Carolina; fixing the form and certain details of the Bonds; authorizing the Town Manager or his lawfully authorized designee to determine certain matters relating to the Bonds; providing for payment of the Bonds and disposition of the proceeds thereof; and other matters relating thereto.

Mr. Harkins moved to approve. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

f. Consideration of a Recommendation – Mitchelville Master and Business Plan

Consideration of a Recommendation to Town Council from Town staff, recommending the approval of the Master Plan and Business Plan for the Historic Mitchelville Freedom Park (HMFP).

Mr. Harkins moved to approve. Mr. Ames seconded. Council discussed the conflicts that were noted within the report. Mr. Riley confirming that these are known conflicts and will continue to work on resolving these issues. He further explained that Council’s action on this item will allow the Town to proceed with those discussions. With no further discussion, by way of roll call, the motion was approved by a vote of 7-0.

g. Consideration of a Recommendation – Public Art Master Plan

Consideration of a Recommendation to the Town Council of the Town of Hilton Head Island, South Carolina, recommending approval and adoption of the proposed Public Art Masterplan.

Mr. Harkins moved to approve. Mr. Ames seconded. With no discussion, by way of roll call, the motion was approved by a vote of 7-0.

13. Executive Session

Mr. Riley stated that an Executive Session was needed for the following items; (i) personnel matters, discussions of appointments of members related to boards and commissions; (ii) land acquisition, discussion of negotiation incidents related to the proposed sale, lease, or purchase of property in the Stoney area; (iii) land utilization, discussion of negotiation incidents related to the proposed sale, lease, or purchase of property; (iv) right of way acquisition, discussions of incidents related to a proposed right of way in the Mitchelville Lane area; and (v) contractual matters, discussions of negotiation incidents to proposed contractual arrangements with Beaufort County.

At 6:08 p.m., Mr. Harkins moved to go into Executive Session for the reasons described by Mr. Riley. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

14. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

At 7:25 p.m. Council returned with the following actions:

Mr. Grant moved to I move to appoint John F. Farrell as a hospitality member of the Accommodations Tax Advisory Committee, replacing Julie A. Smith, whose unexpired term ends June 30, 2021. I also move to appoint James D. Berghausen as a member at-large to the Accommodations Tax Advisory Committee, replacing Roger Freedman, whose unexpired term ends June 30, 2023. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

Mr. Harkins moved that the Town Council authorize the Mayor and Town Manager to executed and deliver a contract by and between the Town of Hilton Head Island, South Carolina and Fairfield Square Hilton Head Island, LLC, for the purchase and sale of 1.93 acres, more or less, on US Highway 278, and that the Mayor and Town Manager be authorized to take such other and further actions as may be necessary to complete the transaction described in the contract. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

Mr. Harkins moved that the Town Council authorize the Mayor and Town Manager to executed and deliver a contract by and between the Town of Hilton Head Island, South Carolina and Edward N. Williams Revocable Trust, for the purchase and sale of 2.65 acres, more or less, on US Highway 278, and that the Mayor and Town Manager be authorized to take such other and further actions as may be necessary to complete the transaction described in the contract. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

Mr. Harkins moved that the Town of Hilton Head Island, South Carolina be authorized to take all steps required under the authority of SC Code Annotated, Section 28-2-10, ETSEQ. (Supp. 2020), to acquire the right of way for the public use of a public road identified as Mitchelville Lane, including an action for condemnation or the right of way. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

15. Adjournment

By unanimous vote, the meeting adjourned at 7:30 p.m.

Approved: September 15, 2020

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor



Town of Hilton Head Island
TOWN COUNCIL
Wednesday, August 19, 2020 at 2:00 p.m.
MEETING MINUTES

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

Present from Town Staff: Angie Stone, *Human Resources Director*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

1. Call to Order

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

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

3. Approval of Agenda

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

4. Executive Session

At 2:04 p.m., Mr. Harkins moved to go into Executive Session for the reasons noted on the agenda. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

5. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

6. Adjournment

At 2:59 p.m., Council returned from Executive Session. By unanimous vote, the meeting adjourned.

Approved: September 15, 2020

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor



Town of Hilton Head Island
TOWN COUNCIL
Thursday, August 27, 2020 at 9:00 a.m.
MEETING MINUTES

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

Present from Town Staff: Steve Riley, *Town Manager*; Josh Gruber, *Assistant Town Manager*; Stephen Ryan, *Staff Attorney*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

1. Call to Order

Mayor McCann called the meeting order at 9:00 a.m. By way of roll call, the attendance of Town Council was confirmed.

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

3. Approval of Agenda

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

4. Executive Session

Mr. Riley stated that there was a need for executive session for the receipt of legal advice relating to pending, threatened, or potential litigation covered by the attorney-client privilege, specifically related to the contractual matters with Beaufort County.

At 9:03 p.m., Mr. Harkins moved to go into Executive Session for the reasons explained by Mr. Riley. Mrs. Becker seconded. The motion was approved by a vote of 7-0.

5. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

6. Adjournment

At 9:44 a.m., Council returned from Executive Session. By unanimous vote, the meeting adjourned.

Approved: September 15, 2020

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor



Town of Hilton Head Island
TOWN COUNCIL
Monday, August 31, 2020 at 11:00 a.m.
MEETING MINUTES

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

Present from Town Staff: Steve Riley, *Town Manager*; Josh Gruber, *Assistant Town Manager*; Stephen Ryan, *Staff Attorney*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

1. Call to Order

Mayor McCann called the meeting order at 11:02 a.m. By way of roll call, the attendance of Town Council was confirmed.

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

3. Approval of Agenda

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

4. Executive Session

Mr. Riley stated that there was a need for executive session for the receipt of legal advice relating to pending, threatened, or potential litigation covered by the attorney-client privilege, specifically related to the contractual matters with Beaufort County.

At 11:05 a.m., Mr. Harkins moved to go into Executive Session for the reasons explained by Mr. Riley. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

5. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

At 11:50 a.m., Council returned from Executive Session. Mr. Harkins moved to authorize the Town to take all necessary actions to protect the interests of the citizens of Hilton Head Island to Beaufort County's imposition of the Uniform Law Enforcement Service Fee. Mr. Stanford seconded. By way of roll call, the motion was passed by a vote of 7-0.

6. Adjournment

By unanimous vote, the meeting adjourned at 11:53 a.m.

Approved: September 15, 2020

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Town Council
FROM: Lavon Stevens, Gullah Task Force Chairman
DATE: September 8, 2020
SUBJECT: Gullah Geechee Land & Cultural Preservation Task Force
Quarterly Report: June 2020 – August 2020

Special meetings for the Gullah Task Force were held on July 20, 2020, August 6, 2020, August 24, 2020, and September 1, 2020 to discuss the proposal to add the Historic Neighborhoods Preservation Overlay (HNP-O) District to the LMO.

Regular Task Force Meetings

There were no regular meetings held this quarter.

Special Meeting

July 20, 2020 – Staff gave a presentation of the proposed Historic Neighborhoods Preservation Overlay (HNP-O) District that included adding Family Compound and Family Subdivision as new uses; a new RM-6 zoning district for added density; and increased flexibility to buffers and setbacks, building height, impervious cover, and access. The Task Force had questions and provided feedback for the proposed overlay, which included looking for areas to provide more flexibility in development standards within the district and allowing opportunities for property owners to both work and live on the property.

August 6, 2020 – Staff provided answers regarding the HNP-O District that was discussed at the previous meeting. Also discussed were the property owners who are still delinquent in paying their property taxes. Both the tax auction and the deadline to pay for 2019 properties in redemption are in October.

August 24, 2020 – Staff presented illustrations to the Task Force that compared the current buffers, setbacks, and access; the density for RM-4 with the proposed RM-6 district; and the home occupation sections currently in the LMO with the proposed with overlay district. The Task Force provided additional feedback, which included looking at increased density for Marshfront (MF) zoning.

September 1, 2020 – The Task Force continued to review the proposed overlay district and decided to exclude the proposed Home Occupation provisions for the District. The Task Force voted 5-0-0 for a recommendation to forward the proposed HNP-O District to LMO committee for approval.

Workshop

No workshops were held this quarter.

Items of Special Interest

The Gullah Task Force recommended the HNP-O District to be forwarded to LMO committee for approval. The Historic District Overlay project encompasses the implementation of four recommendations from the Gullah Geechee Land and Cultural Presentation Report recommendations:

- (PP- 4) Creation of a Historic Overlay District
- (PP- 5) Add Family Compound (and Family Subdivision) provisions to the LMO
- (PP- 6) Provide greater flexibility for ROW and drainage easements
- (PP-2) Fast track development review process.



Items of Interest

September 15, 2020

Town News

- ◆ The State Fire Marshal's Office has purchased the National Mutual Aid System (NMAS) software to serve as the state-wide Firefighter Mobilization notification and response system. NMAS will allow the local chiefs /designees to be instantly notified when a mobilization request is needed. This new system alleviates the cumbersome paper tasking orders that normally would hold up the process and vital resources.

This system went live throughout the state on Friday, August 14th. Hilton Head Island Fire Rescue's fire response apparatus and Special Teams (Hazmat & Technical Rescue) were entered into the system. Deputy Chief Blankenship is the Assistant Regional Coordinator for the Lowcountry, responsible for training and implementation of the system for all departments in Beaufort, Jasper and Hampton Counties.

- ◆ Tracy Anthony Harris Past President, presented Fire Chief Brad Tadlock with a \$1000 donation from the Women's Association of Hilton Head Island Charitable Fund through the Community Foundation of the Lowcountry.

The donation was made to give back to the first responders who are always on the front lines protecting our community. The donation was for funding of specialized equipment purchase.

The Women's Association of HHI is one of the oldest (founded in 1961) and largest (780 members strong) organizations on the Island.

- ◆ September 30 is the deadline for citizens to complete the U.S. Census, and it is critical that the Town has a complete count by that date.

Residents have three options for completing the census:

- Fill out the paper form using blue or black ink. The U.S. Census Bureau send this form to households in March.
- Call 844-330-2020 (English) or 844-468-2020 (Spanish)
- Go to www.my2020census.gov.

Each process is expected to take between 3-10 minutes, depending on how many people live in each household. The Census does not require an ID. The most important aspect of filling out the Census is to record your address correctly. Each resident is reminded the Census is not allowed, by law, to share any personal identifying information with any agency or organization. Census enumerators are visiting households that have not completed the census by mail, phone or online.

Town Meetings

- ◆ Planning Commission – Wednesday, September 16, 2020, 9:00 a.m.
- ◆ Design Review Board – Tuesday, September 22, 2020, 1:15 p.m.
- ◆ Community Services & Public Safety Committee – Monday, September 28, 2020, 9:00 a.m.

Currently all public meetings are being conducted virtually. The dates and times listed above are subject to change. For a complete list of meetings please visit the Town's website (www.hiltonheadislandsc.gov).

CONSENT AGENDA



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Shawn Colin, AICP, *Director of Community Development*
VIA: Teri B. Lewis, AICP, *Deputy Director of Community Development*
FROM: Nicole Dixon, AICP, CFM, *Development Review Administrator*
DATE: August 20, 2020
SUBJECT: Proposed Ordinance 2020-16 - ZA-001245-2020 – Arbor Nature

Town Council reviewed the proposed zoning map amendment application at their meeting on August 18, 2020. At that meeting, Town Council made no changes to Proposed Ordinance 2020-16.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2020-#

PROPOSED ORDINANCE NO. 2020-16

AN ORDINANCE TO AMEND TITLE 16, "THE LAND MANAGEMENT ORDINANCE," OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING SECTION 16-1-107, THE OFFICIAL ZONING MAP WITH RESPECT TO THE CERTAIN 6.7 ACRE PARCEL LOCATED AT 76 LEG O MUTTON ROAD, IDENTIFIED AS PIN R510 008 000 0275 0000, WITHIN THE INDIGO RUN MASTER PLAN UNDER THE PD-1 (PLANNED DEVELOPMENT MIXED USE) ZONING DISTRICT, TO CHANGE THE EXISTING ALLOWED USE AND DENSITY OF THE PARCEL TO EITHER A WHOLESALE LANDSCAPE NURSERY AND LANDSCAPE CONTRACTOR'S OFFICE WITH OUTSIDE STORAGE AT UP TO 6,000 SQUARE FEET PER NET ACRE, WITHOUT ANY GRINDING OR LOGGING FOR THE ENTIRE SITE OR RESIDENTIAL AT 8 UNITS PER NET ACRE FOR THE ENTIRE SITE; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on October 7, 2014, the Town Council did adopt a new Land Management Ordinance (LMO); and

WHEREAS, this zoning change would be compatible with surrounding land uses and neighborhood character, would not be detrimental to the public health, safety and welfare, and further, would be in conformance with the Land Management Ordinance and Comprehensive Plan; and

WHEREAS, the Planning Commission held a public hearing on July 15, 2020 at which time a presentation was made by staff and an opportunity was given for the public to comment on the proposed zoning map amendment application; and

WHEREAS, the Planning Commission, after consideration of the staff presentation and the criteria set forth in Section 16-2-103, voted 7-0-0 to recommend that Town Council approve the proposed zoning map amendment application with conditions; and

WHEREAS, after due consideration of said zoning map amendment application and the recommendation of the Planning Commission, the Town Council, upon further review, finds it is in the public interest to approve the proposed zoning map amendment application with conditions.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID COUNCIL:

Section 1. Amendment. That the Official Zoning Map of the Town of Hilton Head Island, as referred to in Section 16-1-107 of the LMO, be hereby amended as follows:

To modify the zoning designation of the certain 6.7 acre parcel located at 76 Leg O Mutton Road, identified as Parcel 275 on Beaufort County Tax Map 8, to change the allowed uses and density to EITHER a Wholesale Landscape Nursery and Landscape Contractor's Office with Outside Storage at up to 6,000 square feet per net acre, without any Grinding or Logging for the entire site OR Residential at 8 units per net acre for the entire site. The subject property would remain in the PD-1 (Planned Development Mixed-Use) Zoning District, in the Indigo Run Master Plan. The following conditions apply:

- **Grinding is prohibited on this site**
- **Logging or storage of logs is prohibited on this site**
- **Tree or log length trailer trucks carrying logs are prohibited from entering this site**
- **Dropping of logs is prohibited on this site**

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

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

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

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

John J. McCann, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearing: July 15, 2020

First Reading:

Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____



TOWN OF HILTON HEAD ISLAND COMMUNITY DEVELOPMENT DEPARTMENT

One Town Center Court | Hilton Head Island, SC 29928 | 843-341-4757 | FAX 843-842-8908

STAFF REPORT ZONING MAP AMENDMENT

Case #:	Name of Project	Public Hearing Date
ZA-001245-2020	ArborNature, LLC	July 15, 2020

Parcel Data	Property Owner	Applicant
<u>Parcel Number:</u> R510 008 000 0275 0000 <u>Size:</u> 6.70 Estimated Total Acres <u>Address:</u> 76 Leg O Mutton Road	Adam Congrove 76 Leg O Mutton Rd Hilton Head Island, SC 29926	Town of Hilton Head Island One Town Center Court Hilton Head Island, SC 29928
Existing Zoning	Proposed Zoning	
<u>Overlay District:</u> COR (Corridor Overlay District) – within 450 feet of an arterial road <u>Zoning District:</u> PD-1 (Planned Development Mixed Use) Indigo Run Master Plan <u>Existing Use:</u> <u>EITHER</u> a Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site <u>OR</u> Residential at 8 units per net acre for the entire site	<u>Overlay District:</u> COR (Corridor Overlay District) – within 450 feet of an arterial road <u>Zoning District:</u> PD-1 (Planned Development Mixed Use) Indigo Run Master Plan <u>Proposed Use:</u> <u>EITHER</u> a Wholesale Landscape Nursery and Landscape Contractors Office with Outside Storage at up to 6,000 square feet per net acre, <u>without any Grinding or Logging</u> for the entire site <u>OR</u> Residential at 8 units per net acre for the entire site	

Application Summary:
Request from the Town of Hilton Head Island, on behalf of ArborNature, LLC, to amend the Official Zoning Map for the property located at 76 Leg O’ Mutton Road, Parcel ID R510 008 000 0275 0000. The approved uses and density are <u>EITHER</u> a Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site <u>OR</u> Residential at 8 units per net acre for the entire site. The request is to change the allowed uses and density to <u>EITHER</u> a Wholesale Landscape Nursery and Landscape Contractors Office with Outside Storage at up to 6,000 square feet per net acre, <u>without any Grinding or Logging</u> for the entire site <u>OR</u> Residential at 8 units per net acre for the entire site. The subject property would remain in the PD-1 (Planned Development Mixed-Use) Zoning District, in the Indigo Run Master Plan.

Staff Recommendation:

Staff recommends that the Planning Commission find this application to be **consistent** with the Town’s Comprehensive Plan and does serve to carry out the purposes of the LMO, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed herein. Staff recommends that the Planning Commission recommend **approval** of this application to Town Council with the following conditions:

- **Grinding is prohibited on this site**
- **Logging or storage of logs is prohibited on this site**
- **Tree or log length trailer trucks carrying logs are prohibited from entering this site**
- **Dropping of logs is prohibited on this site**

Background:

The subject property is commonly referred to as ArborNature. The property was rezoned in 2006 to PD-1 as part of the Indigo Run Master Plan. The uses and densities designated for the site were “Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site OR Residential at 8 units per net acre for the entire site” The property is currently developed as a Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage and also contains one single family home.

The site is surrounded by Magnolia Place to the west, which is a single family attached townhome development and zoned RM-4 (Low to Moderate Density Residential District), undeveloped Town-owned land to the north which is zoned PR (Parks and Recreation District), a contractors office and art gallery to the east which is zoned IL (Light Industrial District) and Indigo Run common property and single family lots to the south which is zoned PD-1 (Planned Development Mixed-Use). (See Attachment B- Zoning Map)

In 2010, the Town was made aware that ArborNature had also been using the property for grinding and logging activity. The Town informed the property owner that grinding and logging activity is considered to be a Waste Related Services Other than Waste Treatment Plants use and is not permitted on the property. ArborNature disputed the Town’s position on the use of the property for grinding and logging in an on-going litigation.

The Town has since adopted a definition of grinding in the LMO: “the reduction of vegetative materials in size or volume into materials such as but not limited to mulch or chips.” For the purposes of this rezoning application, logging is defined as “the process of cutting trees, processing them, and moving them to a location for transport”.

After several years of litigation about the use of the property, the Town and ArborNature entered into a settlement agreement. As part of that settlement agreement, the Town leased, and has now sold, 4 acres of Town property at Summit Drive to ArborNature for their operations, which will include the grinding and logging activity. ArborNature has ceased grinding and logging activity on the subject property, as required per the settlement agreement within 30 days after receiving development plan approval for the Summit Drive tract. The deadline for that was June 7, 2020.

The settlement agreement requires the Town to rezone the Property on Leg O Mutton Road to specify that the permitted uses available on the property do not include grinding and logging activity.

Applicant’s Grounds for ZMA:

The Town of Hilton Head Island, with the consent of ArborNature, LLC, is proposing to amend the Indigo Run Master Plan in order to change the permitted uses and densities available for the property

pursuant to a settlement agreement entered into by and between the Town and ArborNature as part of the settlement of on-going litigation concerning the property.

The settlement agreement requires the Town to rezone the Property on Leg O Mutton Road to specify that the permitted uses available on the property do not include grinding and logging activity. The proposed uses for the Property are Wholesale Landscape Nursery and Landscape Contractors Office with Outside Storage, without any Grinding or Logging Activity, or Alternatively Residential Use at 8 Units Per Acre. The zoning will remain PD-1.

Summary of Facts and Conclusions:

Findings of Fact:

- The application was submitted on June 15, 2020 as set forth in LMO Section 16-2-103.C and Appendix D-1.
- Per LMO Section 16-2-102.E.1, when an application is subject to a hearing, the LMO Official shall ensure that the hearing on the application is scheduled for a regularly scheduled meeting of the body conducting the hearing.
- The LMO Official scheduled the public hearing on the application for the July 15, 2020 Planning Commission meeting, which is a regularly scheduled meeting of the Planning Commission.
- Per LMO Section 16-2-102.E.2, the LMO Official shall publish a notice of the public hearing in a newspaper of general circulation in the Town no less than 15 calendar days before the hearing date.
- Notice of the July 15, 2020 public hearing was published in the Island Packet on June 28, 2020.
- Per LMO Section 16-2-102.E.2, the applicant shall mail a notice of the public hearing by first-class mail to the owners of the land subject to the application and owners of record of properties within 350 feet of the subject land, no less than 15 calendar days before the hearing date.
- The applicant mailed notices of the July 15, 2020 public hearing by first-class mail to the owners of record of properties within 350 feet of the subject land on June 25, 2020.
- Per LMO Section 16-2-102.E.2, the LMO Official shall post conspicuous notice of the public hearing on or adjacent to the land subject to the application no less than 15 days before the hearing date, with at least one such notice being visible from each public thoroughfare that abuts the subject land.
- The LMO Official posted on June 24, 2020 conspicuous notice of the public hearing on the land subject to the application.

Conclusions of Law:

- The application was submitted in compliance with LMO Section 16-2-103.C and Appendix D-1.
- Notice of the public hearing was published, mailed and posted, in compliance with LMO Section 16-2-102.E.2.

As set forth in LMO Section 16-2-103.C.2.e, Zoning Map Amendment (Rezoning) Advisory Body Review and Recommendation, the Commission shall consider and make findings on the following matters regarding the proposed amendment.

Summary of Facts and Conclusions:

Criteria 1: Whether and the extent to which the proposed zoning is in accordance with the Comprehensive Plan (LMO Section 16-2-103.C.3.a.i):

Findings of Fact:

The Comprehensive Plan addresses this application in the following areas:

Land Use Element

8.3 Planned Unit Developments (PUDs) Goal:

- A. To have an appropriate mix of land uses to accommodate permanent and seasonal populations and existing market demands is important to sustain the Town’s high quality of life and should be considered when amending PUD Master Plans.

8.3 Planned Unit Developments (PUDs) Implementation Strategy:

- A. Consider flexibility within the PUDs to address appropriate commercial or service land uses in areas with a high residential concentration.

8.4 Existing Zoning Allocation Goal:

- A. An appropriate mix of land uses to accommodate permanent and seasonal populations and existing market demands is important to sustain the Town’s high quality of life and should be considered when amending the Town’s Official Zoning Map.

8.8 Nonconforming Parcels by Use Goal:

- B. To evaluate the locations of nonconforming uses to determine areas to consider for Zoning Map Amendments.

Conclusions of Law:

- The proposed rezoning is in accordance with the Comprehensive Plan, as described in the Land Use Element, as set forth in LMO Section 16-2-103.C.3.a.i.
- The proposed rezoning will modify the existing permitted land use to accommodate the desire of nearby residents and the Town’s quality of life consistent with the Land Use Element Goals 8.3A and 8.4A.
- The proposed rezoning will remove an intense service land use from the property, which is located near a concentration of residential use, consistent with Land Use Element Implementation Strategy 8.3A.
- The proposed rezoning will modify the permitted land use to ensure that the proposed use of the property will come into conformance consistent with Land Use Element Goal 8.8A.

Summary of Facts and Conclusions:

Criteria 2: Whether and the extent to which the proposed zoning would allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity (LMO Section 16-2-103.C.3.a.ii):

Findings of Fact:

- The current PD-1 zoning specifically allows a Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site OR Residential at 8 units per net acre for the entire site.
- The application proposes to rezone the property to continue to allow the Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre, but without any grinding and logging activity.
- The proposed zoning allows the site to be alternatively developed with residential use at 8 units per net acre.

- The subject property is surrounded by Magnolia Place Townhomes and Indigo Run which are both residential uses.

Conclusions of Law:

- The proposed rezoning will allow a use that is more compatible with the uses allowed on other property in the immediate vicinity in accordance with LMO Section 16-2-103.C.3.a.ii.
- The proposed rezoning will remove an intense land use from the property, which is located near a concentration of residential use and has been a nuisance to the surrounding neighbors.

Summary of Facts and Conclusions:

Criteria 3: Whether and the extent to which the proposed zoning is appropriate for the land (LMO Section 16-2-103.C.2.a.iii):

Findings of Fact:

- The current PD-1 zoning specifically allows a Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site OR Residential at 8 units per net acre for the entire site.
- The application proposes to rezone the property to continue to allow the Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre, but without any grinding and logging activity.
- The proposed zoning allows the site to be alternatively developed with residential use at 8 units per net acre.
- The subject property is surrounded by Magnolia Place Townhomes and Indigo Run which are both residential uses.
- The proposed rezoning to remove grinding and logging activity from the subject parcel is required pursuant to the settlement agreement between the Town and ArborNature as part of the settlement of on-going litigation concerning the property.

Conclusions of Law:

- The proposed zoning is appropriate for the land in accordance with LMO Section 16-2-103.C.3.a.iii.
- The proposed rezoning will remove an intense land use from the property, which is located near a concentration of residential use and has been a nuisance to the surrounding neighbors, and is required per the settlement agreement between the Town and ArborNature.

Summary of Facts and Conclusions:

Criteria 4: Whether and the extent to which the proposed zoning addresses a demonstrated community need (LMO Section 16-2-103.C.3.a.iv):

Findings of Fact:

- The application proposes to rezone the property to continue to allow the Wholesale Landscape Nursery and Landscape Contractor’s Office with Outside Storage at up to 6,000 square feet per net acre, but without any grinding and logging activity.
- The proposed zoning allows the site to be alternatively developed with residential use at 8 units per net acre.
- The subject property is surrounded by Magnolia Place Townhomes and Indigo Run which are both residential uses.

- The Town has received complaints about the noise impacts of the grinding occurring on the subject property for many years.
- The proposed rezoning to remove grinding and logging activity from the subject parcel is required pursuant to the settlement agreement between the Town and ArborNature as part of the settlement of on-going litigation concerning the property.

Conclusions of Law:

- The rezoning would fulfill a demonstrated community need in accordance with LMO Section 16-2-103.C.3.a.iv.
- The proposed rezoning will remove an intense land use from the property, which is located near a concentration of residential use and has been a nuisance to the surrounding neighbors.

Summary of Facts and Conclusion:

Criteria 5: Whether and the extent to which the proposed zoning is consistent with the overall zoning program as expressed in future plans for the Town (LMO 16-2-103.C.3.a.v):

Findings of Fact:

- The current PD-1 zoning specifically allows a Wholesale Landscape Nursery and Landscape Contractor's Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site OR Residential at 8 units per net acre for the entire site.
- The application proposes to rezone the property to continue to allow the Wholesale Landscape Nursery and Landscape Contractor's Office with Outside Storage at up to 6,000 square feet per net acre, but without any grinding and logging activity.
- The proposed zoning allows the site to be alternatively developed with residential use at 8 units per net acre.
- The Town's overall zoning program allows flexibility in the PD-1 Zoning District by allowing land uses and assigned density to change to address changing needs in the community.

Conclusions of Law:

- The proposed zoning is consistent with the overall zoning program as expressed in future plans for the Town in accordance with LMO Section 16-2-103.C.3.a.v.
- The proposed rezoning will allow the PD-1 zoning designation to remain but will remove an intense land use from the property, which is located near a concentration of residential use and has been a nuisance to the surrounding neighbors.

Summary of Facts and Conclusions:

Criteria 6: Whether and the extent to which the proposed zoning would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts (LMO Section 16-2-103.C.3.a.vi):

Findings of Fact:

- The subject property is currently zoned PD-1 as part of the Indigo Run Master Plan.
- The proposed rezoning does not change the zoning designation, it only redefines the uses allowed for the subject property.

Conclusion of Law:

- The proposed zoning would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts in accordance with LMO Section 16-2-103.C.3.a.vi because the existing base zoning district will remain PD-1.

Summary of Facts and Conclusions:

Criteria 7: Whether and the extent to which the proposed zoning would allow the subject property to be put to a reasonably viable economic use (LMO Section 16-2-103.C.3.a.vii):

Findings of Fact:

- The current PD-1 zoning specifically allows a Wholesale Landscape Nursery and Landscape Contractor's Office with Outside Storage at up to 6,000 square feet per net acre on 2.18 acres of the site and Residential at 8 units per net acre on the remaining 4.33 acres of the site OR Residential at 8 units per net acre for the entire site.
- The application proposes to rezone the property to continue to allow the Wholesale Landscape Nursery and Landscape Contractor's Office with Outside Storage at up to 6,000 square feet per net acre, but without any grinding and logging activity.
- The proposed zoning allows the site to be alternatively developed with residential use at 8 units per net acre.

Conclusions of Law:

- The proposed zoning would allow the subject property to be put to a reasonably viable economic use in accordance with LMO Section 16-2-103.C.3.a.vii.
- The proposed rezoning will allow the site to remain as currently developed but will remove the grinding and logging activity, which is a nuisance to the surrounding residential neighbors.
- The rezoning also allows the site to be redeveloped with residential use; making the site more compatible with the uses in the vicinity still allows the property to be put to a reasonably viable economic use.

Summary of Facts and Conclusion:

Criteria 8: Whether and the extent to which the proposed zoning would result in development that can be served by available, adequate, and suitable public facilities (e.g. streets, potable water, sewerage, stormwater management) (LMO Section 16-2-103.C.3.a.viii):

Findings of Fact:

- The site has direct access to Leg O Mutton Road.
- The site already has adequate infrastructure and public facilities serving the existing development.
- Should the property owner wish to redevelop the site to residential use at a later date, a Major Development Plan Review or Subdivision application would be required. Any infrastructure or public facilities improvements needed for residential use would be required at that time.

Conclusion of Law:

- The proposed zoning would result in development that can be and is already served by available public facilities in accordance with LMO Section 16-2-103.C.3.a.viii.

Summary of Facts and Conclusion:

Criteria 9: Is appropriate due to any changed or changing conditions in the affected area (LMO Section 16-2-103.C.3.a.ix):

Findings of Fact:

- The subject property is surrounded by Magnolia Place Townhomes and Indigo Run which are both residential uses.
- The Town has received complaints about the noise impacts of the grinding occurring on the subject property for many years.

- The proposed rezoning to remove grinding and logging activity from the subject parcel is required pursuant to the settlement agreement between the Town and ArborNature as part of the settlement of on-going litigation concerning the property.

Conclusions of Law:

- The proposed rezoning is appropriate due to the changes in the area, in accordance with LMO Section 16-3-103.C.a.ix.
- The proposed rezoning will remove an intense land use from the property, which is located near a concentration of residential use and has been a nuisance to the surrounding neighbors, and is required per the settlement agreement between the Town and ArborNature.

Note: If the proposed amendment is approved by Town Council, such action shall be by ordinance to amend the Official Zoning Map. If it is denied by Town Council, such action shall be by resolution.

PREPARED BY:

ND

 Nicole Dixon, AICP, CFM
Development Review Administrator

July 6, 2020

 DATE

REVIEWED BY:

TL

 Teri B. Lewis, AICP
Deputy Director of Community Development

June 30, 2020

 DATE

REVIEWED BY:

AC

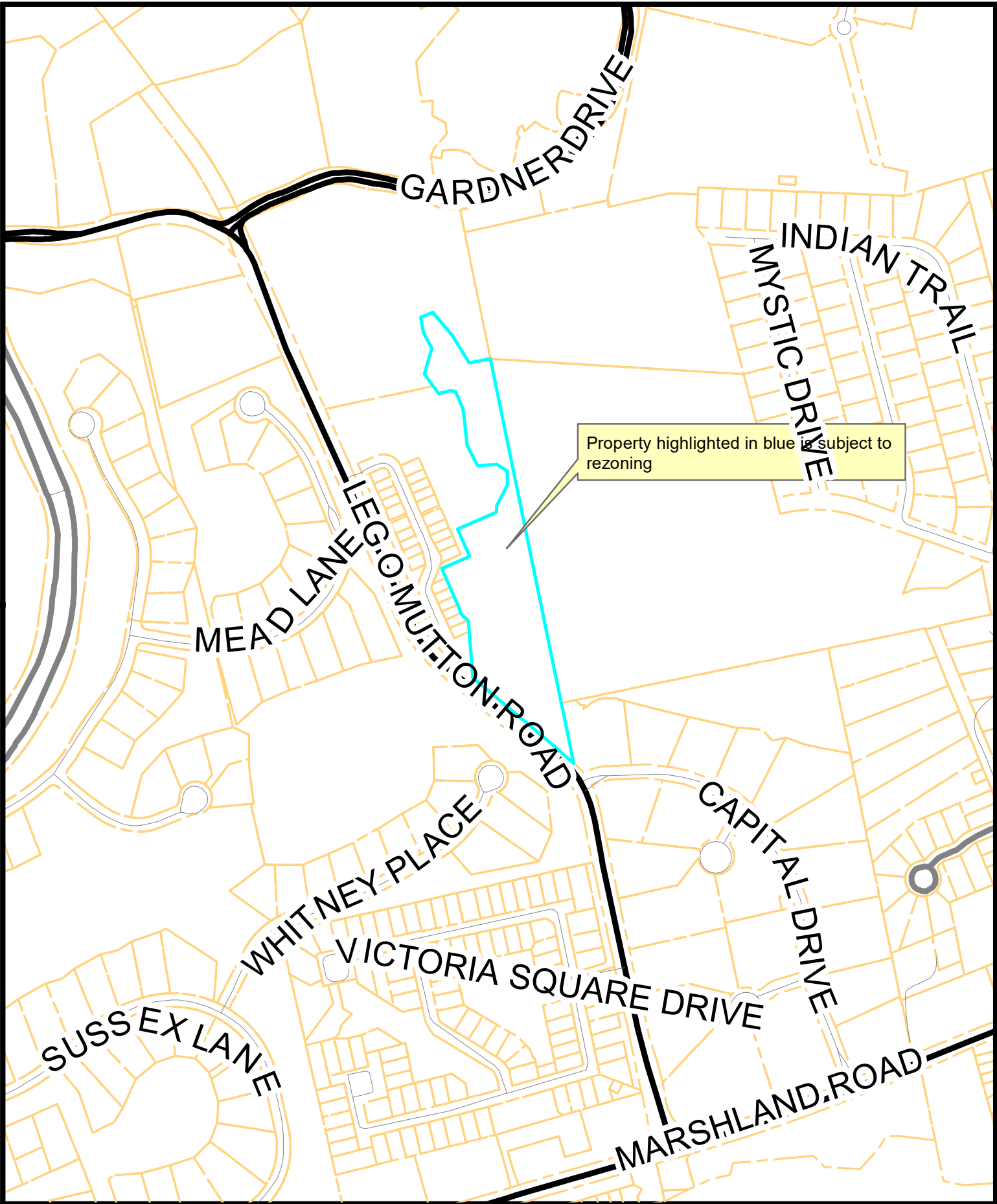
 Anne Cyran, AICP
Senior Planner & Planning Commission Board Coordinator

June 30, 2020

 DATE

ATTACHMENTS:

- A) Vicinity Map
- B) Zoning Map
- C) Site Survey



Property highlighted in blue is subject to rezoning

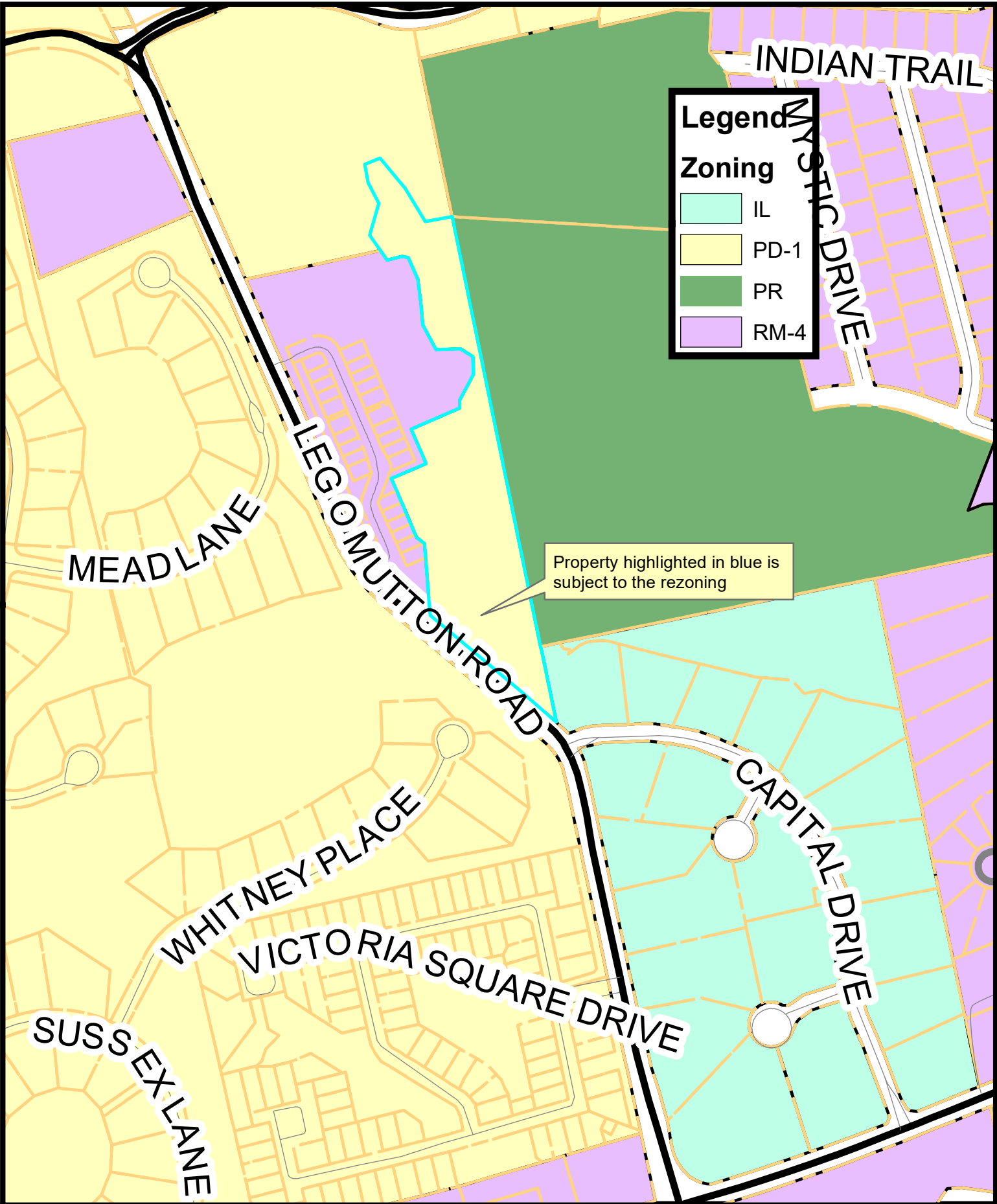
Town of Hilton Head Island

ZA-001245-2020

Attachment A - Vicinity Map



1 inch = 455 feet



Legend

Zoning

 IL
 PD-1
 PR
 RM-4

Property highlighted in blue is subject to the rezoning

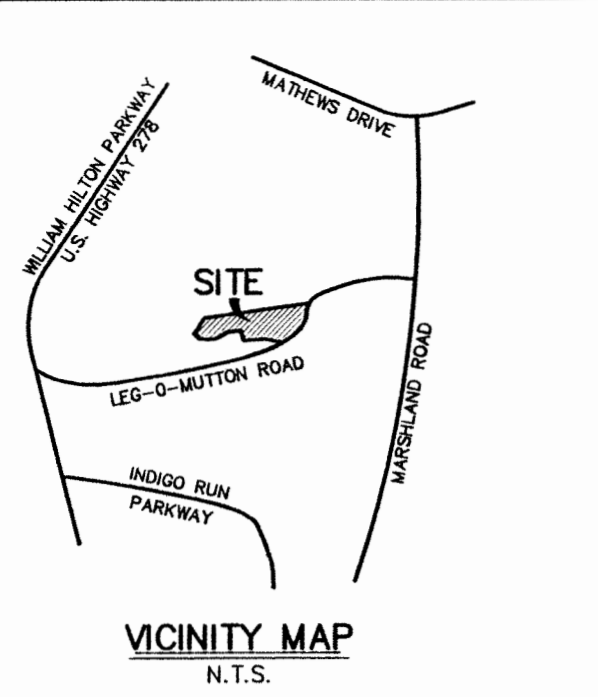
Town of Hilton Head Island
 ZA-001245-2020
 ATTACHMENT B - Zoning Map



TOWN OF HILTON HEAD ISLAND
 ONE TOWN CENTER COURT
 HILTON HEAD ISLAND, S.C. 29928
 PHONE (843) 781-4600
 Date Created: June 16, 2020
 Project: map.mxd

The information on this map has been compiled from a variety of sources and is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the data shown. The Town of Hilton Head Island assumes no liability for its accuracy or state of completion or for any losses arising from the use of the map.

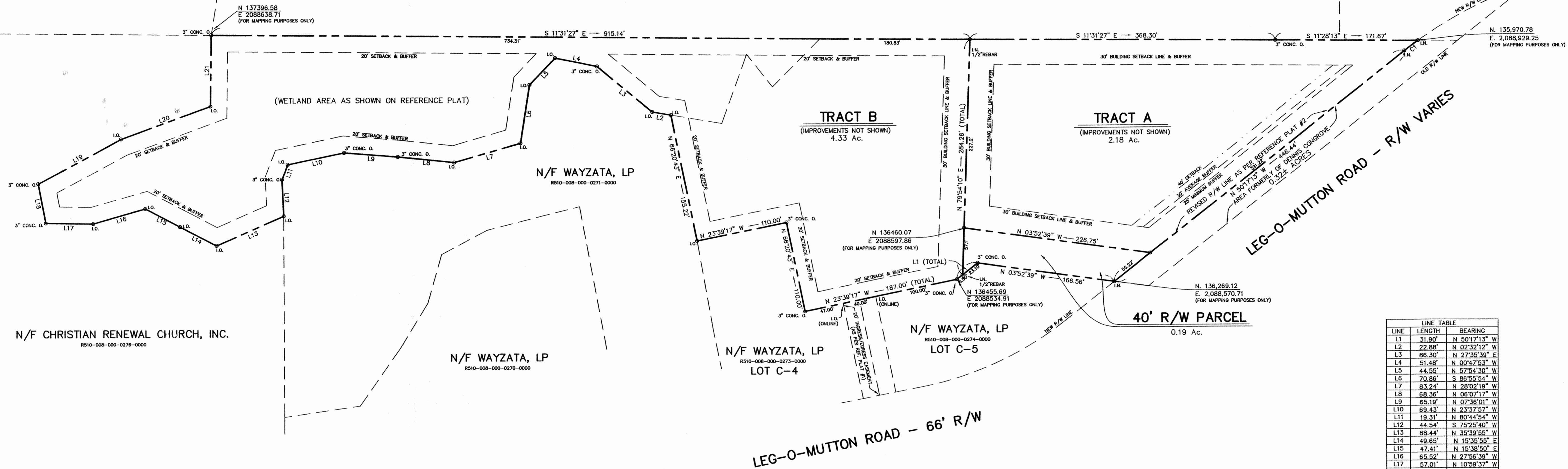
ATTACHMENT C



N/F TOWN OF HILTON HEAD ISLAND
R510-008-00A-1018-0000

N/F TOWN OF HILTON HEAD ISLAND
R510-008-00A-0101-0000

LOT 9



N/F CHRISTIAN RENEWAL CHURCH, INC.
R510-008-000-0278-0000

N/F WAYZATA, LP
R510-008-000-0270-0000

N/F WAYZATA, LP
LOT C-4
R510-008-000-0273-0000

N/F WAYZATA, LP
LOT C-5
R510-008-000-0274-0000

40' R/W PARCEL
0.19 Ac.

LINE	LENGTH	BEARING
L1	31.90'	N 50°17'13" W
L2	22.88'	N 02°32'12" W
L3	86.30'	N 27°35'39" E
L4	51.48'	N 00°47'53" W
L5	44.55'	N 57°54'30" W
L6	70.86'	S 86°55'54" W
L7	83.24'	N 28°02'19" W
L8	68.36'	N 08°07'17" W
L9	65.19'	N 07°36'01" W
L10	69.43'	N 23°37'57" W
L11	19.31'	N 80°44'54" W
L12	44.54'	S 75°25'40" W
L13	88.44'	N 35°39'55" W
L14	49.65'	N 15°35'55" E
L15	47.41'	N 15°38'50" E
L16	65.52'	N 27°36'39" W
L17	57.01'	N 05°59'37" W
L18	48.35'	N 67°16'20" E
L19	113.41'	S 40°08'44" E
L20	114.83'	S 31°51'15" E
L21	85.63'	N 78°50'40" E

CURVE	LENGTH	RADIUS	TANGENT	CHORD	BEARING	DELTA
C1	19.99'	480.04'	10.00'	19.99'	N 49°05'39" W	2°23'09"

PLAT OF
OF
TRACTS A, B & 40' R/W PARCEL
LEG-O-MUTTON ROAD
THE
DENNIS CONGROVE TRACT
A SECTION OF
RAMSFORD
ACRES

HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA
SCALE: 1" = 60' DATE: 11/14/2006 JOB NO: 922970-2

SG SURVEYING CONSULTANTS
17 Sherrington Drive, Suite C, Bluffton, SC 29910
Telephone: (843) 815-3304 FAX: (843) 815-3305
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TOWN OF HILTON HEAD ISLAND LMO
SECTION 16-5-1402 DISCLOSURE STATEMENT

Some or all areas on this plat are flood hazard areas and have been identified as having at least a one percent chance of being flooded in any given year by rising tidal waters associated with possible hurricanes. Local regulations require that certain floor hazard protective measures be incorporated in the design and construction of structures in these designated areas. Reference shall be made to the development covenants and restrictions of this development and requirements of the Town Building Official. In addition, federal law requires mandatory purchase of flood insurance as a prerequisite to federally insured mortgage financing in these designated flood hazard areas.

We the undersigned, as the Representatives of the Owners of Record of parcel(s),
R510-008-000-0275-0000, agree to the recording of this plat.

DENNIS ROY CONGROVE DATE:

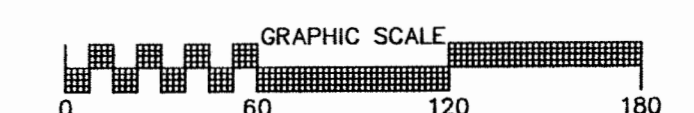
NOTES FOR
ZONING MAP AMENDMENT
APPLICATION NO. ZMA060013

- 1. Area**
6.70 acres consisting of Tract A, Tract B, and 40' R/W Parcel, as shown on this plat.
- 2. Permitted Land Uses and Density**
Tract A: Residential at up to four (4) dwelling units per net acre, or up to eight (8) dwelling units per net acre under the Town's Moderate Income Housing Program, or Wholesale Landscape Nursery and landscape contractor's office with onsite storage at up to 6,000 square feet per net acre.
Tract B and 40' R/W Parcel: Residential at up to four (4) dwelling units per net acre, or up to eight (8) dwelling units per net acre under the Town's Moderate Income Housing Program.
- 3. Maximum Height**
35 feet above the base flood elevation.
- 4. Setback and Buffer Areas**
As delineated on this plat.

- LEGEND
- I.O. IRON OLD, 1/2" REBAR FOUND
 - I.N. IRON NEW, 1/2" REBAR SET
 - 3" CONC. O. 3"x3" CONCRETE MONUMENT FOUND
- NOTES
- I HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREIN WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN; ALSO THERE ARE NO OBVIOUS, APPARENT OR VISIBLE ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN.
 - AS OF THE DATE OF THIS SURVEY THIS PROPERTY IS LOCATED IN ZONE A-7. A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY H.L.D. PANEL B-D, COMMUNITY NO. 450250, MAP DATED 9/29/86, BASE ELEVATION 14.0'. FLOOD HAZARD ZONE AND BASE ELEVATION SHOULD BE VERIFIED BY PROPER TOWN OR COUNTY BUILDING INSPECTIONS DEPARTMENT.
 - UNDERGROUND UTILITIES NOT LOCATED EXCEPT AS SHOWN.
 - BEARING AND DISTANCE ARE BASED ON SOUTH CAROLINA STATE PLANE COORDINATES TAKEN FROM REFERENCE PLAT #3.
 - THIS SURVEY WAS PERFORMED WITHOUT BENEFIT OF A CURRENT TITLE REPORT.

- REFERENCE PLATS:
- 7.025 ACRES, LEG-O-MUTTON ROAD, A SECTION OF RAMSFORD ACRES, DATED: 10/7/1992, BY: TERRY G. HATCHELL, S.C.R.L.S. NO. 11059, RECORDED: P.B. 46, PG. 146, 6/25/97.
 - THE RELOCATION OF LEG O' MUTTON ROAD, A SECTION OF INDIGO RUN AREA, DATED: 9/09/1994, LAST REVISED: 6/06/95, BY: MICHAEL R. DUNGAN, S.C.R.L.S. NO. 11905, RECORDED: P.B. 53, PG. 43, 6/13/95.
 - BOUNDARY, TREE & TOPOGRAPHIC SURVEY OF 11.00 ACRES, LEG-O-MUTTON ROAD, A SECTION OF RAMSFORD ACRES, DATED: 11/06/2000, LAST REVISED: 10/17/2005, BY: TERRY G. HATCHELL, S.C.R.L.S. NO. 11059,

PREPARED FOR: DENNIS ROY CONGROVE
ADDRESS: #78 LEG O MUTTON ROAD
TAX PARCEL I.D. NO. R510-008-000-0275-0000





TOWN OF HILTON HEAD ISLAND

TO: Hilton Head Island Town Council
VIA: Stephen G. Riley, ICMA~CM, *Town Manager*
FROM: Stephen Ryan, Staff Attorney
DATE: September 2, 2020
SUBJECT: Adoption of Ordinance Allowing for Electronic/Virtual Meetings

Recommendation:

Staff recommends Town Council adopt an Ordinance allowing for certain meetings of Town Council, Town Council Committees, and/or other Boards, Agencies and Commissions appointed by the Town to conduct meetings via electronic means under certain circumstances.

Summary:

With the onset of the COVID-19 pandemic, it has become necessary to conduct all meetings of public bodies associated with the Town in virtual electronic meeting formats due to ongoing public health concerns. The Town has been able to successfully implement virtual meeting platforms which facilitate these public meetings to occur in a safe and convenient manner while at the same time ensuring public access to both watch and participate in the meetings as is appropriate. Because of this, staff believes it is appropriate to amend the Town Code to allow for virtual meetings of public bodies to be conducted under certain circumstances both during a declared state of emergency and when not under a state of emergency but only after the approval of a super majority of the body who would be meeting in that manner. Additionally, the ability to meet virtually when there is not a declared state of emergency would only be applicable to those bodies that do possess final decision making authority on an item that would be discussed during an electronic meeting.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY ADDING SECTION 2-5-15, TO PROVIDE FOR REGULAR AND SPECIAL PUBLIC MEETINGS AND PUBLIC HEARINGS OF THE TOWN COUNCIL AND TOWN BOARDS AND COMMISSIONS WITH FINAL DECISION MAKING AUTHORITY, BY ELECTRONIC MEANS DURING DECLARED STATES OF EMERGENCY; AND BY ADDING SECTION 2-5-16, TO PROVIDE FOR MEETING OF BOARDS, COMMITTEES AND COMMISSIONS THAT DO NOT HAVE FINAL DECISION MAKING AUTHORITY BY ELECTRONIC MEANS; PROVIDING FOR EXEMPTIONS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town Council for The Town of Hilton Head Island, South Carolina, and its Boards and Commissions are required to hold regular and special meetings and public hearings in public, under the requirements of the South Carolina Freedom of Information Act [S. C. Code Ann. § 30-4-10, *et seq.* (Supp. 2020)], and S. C. Code Ann. 5-7-250 (Supp. 2020), and other applicable statutes; and,

WHEREAS, in times where a state of emergency is declared for The Town Of Hilton Head Island, South Carolina, it may become impractical or impossible for the Town Council for The Town of Hilton Head Island, South Carolina, or any Town Board or Commission to hold in-person public regular and special meetings and public hearings at Town Hall; and,

WHEREAS, a declared state of emergency has existed for The State of South Carolina since March 13, 2020, and for The Town of Hilton Head Island, South Carolina, since March 16, 2020, as a result of the COVID-19 pandemic, and during that time, the Town Council for The Town of Hilton Head Island, South Carolina, has conducted its regular and special public meetings electronically, and has live-streamed the meetings on the internet to enable anyone who wishes to observe and hear the meeting to be able to do so; and,

WHEREAS, during the state of emergency, certain Town boards and commissions have also conducted their regular and special public meetings electronically, and have live-streamed the meetings on the internet to enable anyone who wishes to observe and hear the meeting to be able to do so; and,

WHEREAS, for the meetings that have been held in this fashion, the agenda and the documents to be reviewed by Town Council at the electronic meetings are posted on the internet in advance of the electronic meetings, and a method is available for citizens and others to submit their comments related to any agenda item in advance of the electronic meeting for consideration by Town Council or board and commission members; and,

WHEREAS, the Town Council for The Town of Hilton Head Island, South Carolina, has determined that it is in the best interests of the Town, and its citizens and residents to adopt a permanent ordinance allowing for public meetings to be conducted electronically during declared states of emergency for The Town Council and any Board or Commission with final decision making authority; and,

WHEREAS, the Town Council for The Town of Hilton Head Island, South Carolina, has determined that it is in the best interests of the Town, and its citizens and residents to adopt a permanent ordinance allowing for public meetings to be conducted electronically by any Board or Commission that does not have final decision making authority upon a vote of a two-thirds majority of the Board or Commission.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS ORDAINED BY THE AUTHORITY OF THE TOWN COUNCIL THAT THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, SHALL BE AMENDED AS FOLLOWS:

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

Section 1. Amendment to the Municipal Code of the Town of Hilton Head Island. The Municipal Code of the Town of Hilton Head Island, South Carolina, is amended by adding “Section 2-5-15, Public Meetings by Electronic Means during State of Emergency.”

Sec. 2-5-15. Public Meetings and Public Hearings of Town Council and Boards and Commissions with Final Decision Making Authority by Electronic Means during Declared State of Emergency.

- (a) **During any state of emergency in The Town of Hilton Head Island, South Carolina, declared by the Governor of South Carolina, or by The Mayor of The Town of Hilton Head Island, the Town Council for The Town of Hilton Head Island, and any Boards and Commissions of The Town of Hilton Head Island, South Carolina, with final decision making authority, may conduct regular and special public meetings and public hearings solely and exclusively by means of telephone conference call, broadcast video, internet livestream, or any combination of them, or such other forms of electronic transmission of video and audio as may become available from time to time. Any such electronic meeting shall be conducted in conformity with standards set out in this Section 2-5-15, and the South Carolina Freedom of Information Act [S. C. Code Ann. § 30-4-10, et seq. (Supp. 2020)].**
- (i) **No less than five (5) days prior to the beginning of any meeting to be conducted under the authority of this Section 2-5-15, a complete agenda package shall be posted on the Town of Hilton Head Island web page. Any citizen may comment on any agenda item through the “Open Town Hall” application, or such other application as may be used from time to time by the Town for that purpose, at any time up to two hours prior to the commencement of the public meeting. All comments made through the “Open Town Hall” application or such other application as may be used from time to time by the Town for that purpose, will be forwarded to Town Council or the members of the Board or Commission prior to the commencement of the meeting.**

- (ii) At the beginning of any meeting to be conducted under the authority of this Section 2-5-15, the presiding officer shall poll the members of the Town Council, or Board or Commission, to confirm attendance, and any member of the Town Council, or Board or Commission attending by way of electronic media shall be considered present for the purpose of constituting a quorum.
- (iii) Throughout the duration of any meeting to be conducted under the authority of this Section 2-5-15, all members of the Town Council, or a Board or Commission, as well as any officials, staff, or presenters required to speak at the meeting, must have the capability to be heard at all times by any other member of the Town Council, or a Board or Commission, and by the general public.
- (iv) Any vote of the Town Council, or a Board or Commission, must be conducted by individual voice vote of the members Town Council, or a board or commission, who shall verbally indicate their vote on any matter by stating “yes” or “no” or equivalent statement. All individual votes shall be recorded by the clerk, secretary, or presiding officer as appropriate.
- (v) Any meeting to be conducted under the authority of this Section 2-5-15, shall be recorded or minutes kept in the same manner as an in person meeting as required by the South Carolina Freedom of Information Act.
- (vi) All members of Town Council, or a board or commission, or any officials, staff, or other presenters shall identify themselves and be recognized prior to speaking. Members of the Town Council, or a Board or Commission shall comply with the rules of the Town Council, or a board or commission as they relate to procedural matters.
- (vii) In any meeting to be conducted under the authority of this Section 2-5-15, executive sessions shall be permitted in accordance with the terms of S. C. Code Ann. § 30-4-10, et seq. (Supp. 2020) and the Town Council, or a Board or Commission shall properly announce its reason for going into executive session in conformity with the terms of S. C. Code Ann. § 30-4-70 (Supp. 2020). The executive session may be held using a separate telephone, broadcast video, internet-based, or other electronic platform, or any combination of them, provided that the executive session shall not be broadcast, made available to the public for viewing or listening, or be distributed by any other means to the public.
- (viii) For the purpose of any Public Hearing of the Town Council, or any Board or Commission with final decision making authority, If the electronic meeting platform has sufficient capability to allow members of the public to submit comments, either in written form or by voice, during the Public Hearing, then Town Council or the board or commission will allow public comment in whichever form the capabilities of the electronic meeting platform allow. In the event that the electronic meeting platform does not have sufficient capability to allow members of the public to submit

comments, either in written form or by voice, during the meeting, the complete agenda package for the Public Hearing shall be posted on the Town's web page five (5) days prior to the date and time of the Public Hearing. Any citizen may comment on any agenda item through the "Open Town Hall" application on the Town's web page, or such other application as may be used from time to time by the Town for that purpose, at any time up to two hours prior to the commencement of the public hearing. All comments made through the "Open Town Hall" application or such other application as may be used from time to time by the Town for that purpose, will be forwarded to Town Council or the members of the board or commission prior to the commencement of the Public Hearing. Any comments submitted by the public shall be made a part of the record.

- (b) Except in the case of an emergency meeting of the Town Council for the Town of Hilton Head Island, South Carolina, during any state of emergency in The Town of Hilton Head Island, South Carolina, declared by the Governor of South Carolina, or by The Mayor of The Town of Hilton Head Island, in the event of any conflict between the text of this Section 2-5-15, and the text of any other Ordinance or adopted rule of procedure of the Town, the terms of this Section 2-5-15, shall control.

Sec. 2-5-16. Public Meetings of Boards and Commissions That Do Not Have Final Decision Making Authority by Electronic Means.

- (c) In addition to times where there is a state of emergency in The Town of Hilton Head Island, South Carolina, declared by the Governor of South Carolina, or by The Mayor of The Town of Hilton Head Island, Boards, Committees and Commissions of The Town of Hilton Head Island, South Carolina, that do not have any final decision making authority, may conduct regular and special public meetings and public hearings solely and exclusively by means of telephone conference call, broadcast video, internet livestream, or any combination of them, or such other forms of electronic transmission of video and audio as may become available from time to time. A decision to hold any meeting by any such electronic means must be by affirmative vote of two-thirds (2/3) majority of the membership of the Board, Committee or Commission, to conduct any subsequent meeting or meetings by electronic means. Any such electronic meeting shall be conducted in conformity with standards set out in this Section 2-5-16, and the South Carolina Freedom of Information Act [S. C. Code Ann. § 30-4-10, *et seq.* (Supp. 2020)].
- (i) No less than five (5) days prior to the beginning of any meeting to be conducted under the authority of this Section 2-5-16, a complete agenda package shall be posted on the Town of Hilton Head Island web page. Any citizen may comment on any agenda item through the "Open Town Hall" application, or such other application as may be used from time to time by the Town for that purpose, at any time up to two hours prior to the commencement of the public meeting. All comments made through the "Open Town Hall" application or such other application as may be used from time to time by the Town for that purpose, will be forwarded to the

members of the Board, Committee or Commission prior to the commencement of the meeting.

- (ii) At the beginning of any meeting to be conducted under the authority of this Section 2-5-16, the presiding officer shall poll the members of the Board, Committee or Commission, to confirm attendance, and any member of the Board, Committee or Commission attending by way of electronic media shall be considered present for the purpose of constituting a quorum.
- (iii) Throughout the duration of any meeting to be conducted under the authority of this Section 2-5-16, all members of the Board, Committee or Commission, as well as any officials, staff, or presenters required to speak at the meeting, must have the capability to be heard at all times by any other member of the Board, Committee or Commission, and by the general public.
- (iv) Any vote of the Board, Committee or Commission, must be conducted by individual voice vote of the members of the Board, Committee or Commission, who shall verbally indicate their vote on any matter by stating “yes” or “no” or equivalent statement. All individual votes shall be recorded by the clerk, secretary, or presiding officer as appropriate.
- (v) Any meeting to be conducted under the authority of this Section 2-5-16, shall be recorded or minutes kept in the same manner as an in person meeting as required by the South Carolina Freedom of Information Act.
- (vi) All members of the Board, Committee or Commission, or any officials, staff, or other presenters shall identify themselves and be recognized prior to speaking. Members of the Board, Committee or commission shall comply with the rules of the Board, Committee or commission as they relate to procedural matters.
- (vii) In any meeting to be conducted under the authority of this Section 2-5-16, executive sessions shall be permitted in accordance with the terms of S. C. Code Ann. § 30-4-10, et seq. (Supp. 2020) and the Board, Committee or Commission shall properly announce its reason for going into executive session in conformity with the terms of S. C. Code Ann. § 30-4-70 (Supp. 2020). The executive session may be held using a separate telephone, broadcast video, internet-based, or other electronic platform, or any combination of them, provided that the executive session shall not be broadcast, made available to the public for viewing or listening, or be distributed by any other means to the public.

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

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

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS ____ DAY OF _____, 2020.

By: _____
John J. McCann, Mayor

ATTEST:

By: _____
Krista M. Wiedmeyer, Town Clerk

First Reading: _____, 2020

Second Reading: _____, 2020

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____



MEMORANDUM

TO: Town Council

FROM: John Troyer, CPA, Director of Finance

VIA: Joshua A. Gruber, Assistant Town Manager

VIA: Stephen G. Riley, ICMA-CM, Town Manager

DATE: August 20, 2020

RE: **Second Reading of Proposed Ordinance No. 2020-21**

Recommendation:

Staff recommends Town Council approve the second reading of Proposed Ordinance No. 2020-21. The Ordinance provides for the authorization to issue up to \$13,500,000 General Obligation bonds to refund General Obligation bonds Series 2011 A and Series 2013 A to achieve savings. The Town has previously directed the Financial Advisor and Bond Counsel to seek opportunities to take advantage of market conditions to save the Town money on its outstanding debt. This recommendation is a result of those efforts. The bonds are expected to be priced in November and closed in December.

There have been no changes since the First Reading.

AN ORDINANCE

AUTHORIZING THE ISSUANCE AND SALE OF NOT TO EXCEED \$13,500,000 GENERAL OBLIGATION REFUNDING BONDS, IN ONE OR MORE SERIES, INCLUDING A TAXABLE SERIES, IF RECOMMENDED, WITH APPROPRIATE SERIES DESIGNATIONS, OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; FIXING THE FORM AND CERTAIN DETAILS OF THE BONDS; AUTHORIZING THE TOWN MANAGER OR HIS LAWFULLY AUTHORIZED DESIGNEE TO DETERMINE CERTAIN MATTERS RELATING TO THE BONDS; PROVIDING FOR THE PAYMENT OF THE BONDS AND THE DISPOSITION OF THE PROCEEDS THEREOF; AND OTHER MATTERS RELATING THERETO.

WHEREAS, on August 3, 2011, the Town (hereinafter defined) issued its \$12,385,000 General Obligation Refunding Bonds, Series 2011A (the “2011A Bonds”); and

WHEREAS, on June 18, 2013, the Town issued its \$9,000,000 General Obligation Bonds, Series 2013A (the “2013A Bonds”); and

WHEREAS, Town Council (hereinafter defined) has been advised that due to the current interest rate environment, the 2011A Bonds and the 2013A Bonds are possible refunding candidates; and

WHEREAS, in order to take advantage of the opportunity to refund the 2011A Bonds and the 2013A Bonds, Town Council must enact an appropriate ordinance authorizing the issuance of general obligation refunding bonds.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AS FOLLOWS:

SECTION 1. Findings and Determinations. The Town Council (the “Town Council”) of the Town of Hilton Head Island, South Carolina (the “Town”), hereby finds and determines:

(a) The Town is an incorporated municipality located in Beaufort County, South Carolina, and as such possesses all powers granted to municipalities by the Constitution of the State of South Carolina, 1895, as amended (the “Constitution”), and laws of the State of South Carolina (the “State”).

(b) Article X, Section 14 of the Constitution provides that general obligation debt may be incurred by the governing body of each municipality of the State for any public and corporate purpose in an amount not exceeding eight (8%) percent of the assessed value of all taxable property of such municipality and upon such terms and conditions as the General Assembly may prescribe. Such Article further provides that if general obligation debt is authorized by a majority vote of the qualified electors of the municipality voting in a referendum authorized by law, there shall be no conditions or restrictions limiting the incurring of such indebtedness except as specified in such Article.

(c) Title 5, Chapter 21, Article 5, Code of Laws of South Carolina, 1976, as amended (the “Municipal Bond Act”), provides that the municipal council of any municipality may issue general obligation bonds of such municipality for any corporate purpose of such municipality to any amount not exceeding the constitutional debt limitation applicable to such municipality.

(d) The Municipal Bond Act provides that as a condition precedent to the issuance of bonds an election be held and the result be favorable thereto. Title 11, Chapter 27, Code of Laws of South Carolina 1976, as amended (the “S.C. Code”), provides that if an election be prescribed by the provisions of the Municipal Bond Act, but not be required by the provisions of Article X of the Constitution, then in every such instance, no election need be held (notwithstanding the requirement therefor) and the remaining provisions of the Municipal Bond Act shall constitute a full and complete authorization to issue bonds in accordance with such remaining provisions.

(e) Pursuant to State constitutional and statutory authorizations, the favorable results of a referendum held on November 4, 2003 (the “Referendum”), and Ordinance 2010-07 duly enacted by the Town Council on October 19, 2010, the Town issued the 2011A Bonds, the proceeds of which were used to refund the March 1, 2014 through March 1, 2029, maturities of the Town’s original principal amount \$15,000,000 General Obligation Bonds, Series 2004A, dated May 12, 2004 (the “2004A Bonds”). The proceeds of the 2004A Bonds were used to purchase developed and undeveloped land on Hilton Head Island, South Carolina, for the public use or uses of management of growth and development, public facilities, passive and active parkland and preservation of historic sites approved in the Referendum.

(f) Pursuant to State constitutional and statutory authorizations, the favorable results of referendum held on November 4, 2008, and Ordinance No. 2013-03 duly enacted by the Town Council on May 7, 2013, the Town issued the 2013A Bonds, the proceeds of which were used for land acquisition projects including, but not limited to, the Planter’s Row Golf Course and other capital improvements including, but not limited to, purchasing and equipping a new Sheriff’s Office and SHARE Center and making upgrades to the sewer systems in the Town.

(g) Sections 11-21-10 to 11-21-80 of the S.C. Code, empower any “public agency” to utilize the provisions of Article 5, Chapter 15, Title 11 of the S.C. Code (the “Refunding Act”), to effect the refunding of any outstanding general obligation bonds.

(h) The 2011A Bonds maturing on or after March 1, 2022 (the “2011 Bonds to be Refunded”), shall be subject to redemption at the option of the Town on or after March 1, 2021, as a whole or in part at any time, in such order of redemption as the Town may determine, at par, plus accrued interest to the date fixed for redemption.

(i) The 2013A Bonds maturing on or after March 1, 2024 (the “2013 Bonds to be Refunded,” and together with the 2011 Bonds to be Refunded, the “Bonds to be Refunded”), are subject to redemption at the option of the Town on or after March 1, 2023, as a whole or in part at any time, in such order of redemption as the Town may determine, at par, plus accrued interest to the date fixed for redemption.

(j) Pursuant to Ordinance No. 2013-03 duly enacted by the Town Council on May 7, 2013, the Town has adopted Written Procedures Related to Tax-Exempt Debt.

(k) The assessed value of all the taxable property in the Town as of June 30, 2019, for purposes of computation of the Town’s constitutional debt limit, is \$971,047,790. Eight percent of such sum is \$77,683,823. As of the date hereof, the outstanding general obligation debt of the Town subject to the limitation imposed by Article X, Section 14(7) of the Constitution is \$46,205,000. Thus, the Town may incur not exceeding \$31,478,823 of additional general obligation debt within its applicable debt limitation. Of the Bonds to be Refunded, only \$1,600,000 of the Series 2013A Bonds are subject to the 8% constitutional debt limitation.

(l) It is now in the best interest of the Town for the Town Council to provide for the issuance and sale of not exceeding \$13,500,000 aggregate principal amount general obligation refunding bonds of the Town to provide funds for the purposes of (i) refunding the Bonds to be Refunded; and (ii) paying costs of issuance of the Bonds (hereinafter defined).

SECTION 2. Authorization and Details of the Bonds. Pursuant to the aforesaid provisions of the Constitution and laws of the State and the successful results of the referenda described above, there is hereby authorized to be issued not exceeding \$13,500,000 general obligation refunding bonds of the Town (the “Bonds”) for the purposes listed in Section 1(l) above.

The Bonds shall be issued as fully-registered Bonds; shall be dated as of their date of delivery; shall be in denominations of \$5,000 or any integral multiple thereof not exceeding the principal amount of the Bonds maturing in each year; shall be numbered from R-1 upward; shall bear interest at such times as hereafter designated by the Town Manager or his lawfully authorized designee at such rate or rates as may be determined at the time of the sale thereof; and shall mature serially in successive annual installments as determined by the Town Manager or his lawfully authorized designee. Regions Bank shall serve as Registrar/Paying Agent for the Bonds.

The refunding of the Bonds to be Refunded shall be effected with a portion of the proceeds of the Bonds which proceeds shall be used for the payment of the principal of such Bonds to be Refunded as and when such Bonds to be Refunded mature and are called for redemption in accordance with the provisions of the Ordinances authorizing the Bonds to be Refunded, the redemption premium thereon, if any, and interest on such Bonds to be Refunded as and when the same becomes due. If necessary, notice of the refunding of the Bonds to be Refunded for which a portion of the proceeds of the Bonds will be used shall be given in a financial paper published in the City of New York, State of New York.

Upon the delivery of the Bonds, the principal proceeds thereof to be used to refund the Bonds to be Refunded, less any issuance expenses, shall be deposited with an escrow agent to be named (the “Escrow Agent”) and held by it under a written refunding trust agreement (the “Refunding Trust Agreement”) in a special trust account. It shall be the duty of such Escrow Agent to keep such proceeds invested and reinvested to the extent that it shall be practical in obligations of the United States or any agency thereof and to apply the principal and interest of the trust so established in the manner prescribed in such Refunding Trust Agreement.

The Town Manager is hereby authorized and directed for and on behalf of the Town to execute such agreements and give such directions as shall be necessary to carry out the provisions of this Ordinance, including the execution and delivery of the Refunding Trust Agreement. The Refunding Trust Agreement shall be dated the date of delivery of the Bonds to the initial purchasers thereof.

SECTION 3. Delegation of Authority to Determine Certain Matters Relating to the Bonds. The Town Council hereby expressly delegates to the Town Manager the authority, with respect to each series of Bonds, to determine: (a) the par amount of the Bonds; (b) the maturity dates and the respective principal amounts maturing on such dates; (c) the interest payment dates; (d) the redemption provisions, if any; (e) whether to publish notice of the adoption of this ordinance under the provisions of Section 11-27-40(8) of the S.C. Code; (f) the date and time of the sale, including whether or not the Bonds should be sold on the same date as one or more series or on separate dates as separate series; (g) what portion of the Bonds should be issued as taxable; and (h) such other matters as are necessary or appropriate. The Town Manager is further directed to consult with the Town’s financial advisor and bond counsel in making any such decisions.

The Town Council hereby further delegates to the Town Manager or his lawfully authorized designee the authority to receive bids on behalf of the Town Council and the authority to award the sale of the Bonds to the lowest bidder therefor, in accordance with the terms of the Notice of Sale for the Bonds, provided the true interest cost does not exceed 4.00% for taxable bonds and 3.00% for tax-exempt bonds. After the sale of the Bonds, the Town Manager or his lawfully authorized designee shall submit a written report to the Town Council setting forth the results of the sale of the Bonds.

SECTION 4. Registration, Transfer and Exchange of Bonds. The Town shall cause books (herein referred to as the “registry books”) to be kept at the offices of the Registrar/Paying Agent, for the registration and transfer of the Bonds. Upon presentation at its office for such purpose the Registrar/Paying Agent shall register or transfer, or cause to be registered or transferred, on such registry books, the Bonds under such reasonable regulations as the Registrar/Paying Agent may prescribe.

Each Bond shall be transferable only upon the registry books of the Town, which shall be kept for such purpose at the principal office of the Registrar/Paying Agent, by the registered owner thereof in person or by his duly authorized attorney upon surrender thereof together with a written instrument of transfer satisfactory to the Registrar/Paying Agent duly executed by the registered owner or his duly authorized attorney. Upon the transfer of any such Bond the Registrar/Paying Agent on behalf of the Town shall issue in the name of the transferee a new fully-registered Bond or Bonds, of the same aggregate principal amount, interest rate and maturity as the surrendered Bond. Any Bond surrendered in exchange for a new registered Bond pursuant to this Section shall be canceled by the Registrar/Paying Agent.

The Town and the Registrar/Paying Agent may deem or treat the person in whose name any fully-registered Bond shall be registered upon the registry books as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Bond and for all other purposes and all such payments so made to any such registered owner or upon his order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the Town nor the Registrar/Paying Agent shall be affected by any notice to the contrary. In all cases in which the privilege of transferring Bonds is exercised, the Town shall execute and the Registrar/Paying Agent shall authenticate and deliver Bonds in accordance with the provisions of this Ordinance. Neither the Town nor the Registrar/Paying Agent shall be obliged to make any such transfer of Bonds during the fifteenth (15th) day of the calendar month preceding an interest payment date on such Bonds.

SECTION 5. Record Date. The Town establishes a record date for the payment of interest or for the giving of notice of any proposed redemption of Bonds, and such record date shall be the fifteenth (15th) day (whether or not a business day) preceding an interest payment date on such Bond or, in the case of any proposed redemption of Bonds, such record date shall be the fifteenth (15th) day (whether or not a business day) prior to the mailing of notice of redemption of Bonds.

SECTION 6. Mutilation, Loss, Theft or Destruction of Bonds. In case any Bond shall at any time become mutilated in whole or in part, or be lost, stolen or destroyed, or be so defaced as to impair the value thereof to the owner, the Town shall execute and the Registrar shall authenticate and deliver at the principal office of the Registrar, or send by registered mail to the owner thereof at his request, risk and expense a new Bond of the same series, interest rate and maturity and of like tenor and effect in exchange or substitution for and upon the surrender for cancellation of such defaced, mutilated or partly destroyed Bond, or in lieu of or in substitution for such lost, stolen or destroyed Bond. In any such event the applicant for the issuance of a substitute Bond shall furnish the Town and the Registrar evidence or proof satisfactory to the Town and the Registrar of the loss, destruction, mutilation, defacement or theft of the original Bond, and of the

ownership thereof, and also such security and indemnity as may be required by the laws of the State or such greater amount as may be required by the Town and the Registrar. Any duplicate Bond issued under the provisions of this Section in exchange and substitution for any defaced, mutilated or partly destroyed Bond or in substitution for any allegedly lost, stolen or wholly destroyed Bond shall be entitled to the identical benefits under this Ordinance as was the original Bond in lieu of which such duplicate Bond is issued, and shall be entitled to equal and proportionate benefits with all the other Bonds of the same series issued hereunder.

All expenses necessary for the providing of any duplicate Bond shall be borne by the applicant therefor.

SECTION 7. Form of Bonds. The Bonds shall be in substantially the form attached hereto as Exhibit A and incorporated herein by reference.

SECTION 8. Execution of Bonds. The Bonds shall be executed in the name of the Town with the manual or facsimile signature of the Mayor of the Town attested by the manual or facsimile signature of the Town Clerk under a seal of the Town which shall be impressed, imprinted or reproduced thereon. The Bonds shall not be valid or become obligatory for any purpose unless there shall have been endorsed thereon a certificate of authentication. Each Bond shall bear a certificate of authentication manually executed by the Registrar/Paying Agent in substantially the form set forth herein.

SECTION 9. Security for the Bonds. The full faith, credit, taxing power and resources of the Town are hereby irrevocably pledged for the payment of the principal and interest of the Bonds as they respectively mature and for the creation of such sinking fund as may be necessary to provide for the prompt payment thereof. There shall be levied and collected annually upon all taxable property of the Town an ad valorem tax, without limitation as to rate or amount, sufficient for such purposes. The Town at its option may also utilize any other funds available therefor for the payment of the principal of and interest on the Bonds.

SECTION 10. Defeasance. The obligations of the Town herein made or provided for, shall be fully discharged and satisfied as to any portion of the Bonds, and such Bond or Bonds shall no longer be deemed to be outstanding hereunder when:

(a) such Bond or Bonds shall have been purchased by the Town and surrendered to the Town for cancellation or otherwise surrendered to the Town or the Paying Agent and is canceled or subject to cancellation by the Town or the Paying Agent; or

(b) payment of the principal of and interest on such Bonds either (i) shall have been made or caused to be made in accordance with the terms thereof, or (ii) shall have been provided for by irrevocably depositing with the Paying Agent in trust and irrevocably set aside exclusively for such payment (1) moneys sufficient to make such payment or (2) Government Obligations (hereinafter defined) maturing as to principal and interest in such amounts and at such times as will ensure the availability of sufficient moneys to make such payment and all necessary and proper fees, compensation and expenses of the Paying Agent. At such time as the Bonds shall no longer be deemed to be outstanding hereunder, such Bonds shall cease to draw interest from the due date thereof and, except for the purposes of any such payment from such moneys or Government Obligations, shall no longer be secured by or entitled to the benefits of this Ordinance.

“Government Obligations” shall mean either of the following:

- (i) direct obligations of the United States of America or agencies thereof or obligations, the payment of principal or interest on which, in the opinion of the Attorney General of the United States, is fully and unconditionally guaranteed by the United States of America; or
- (ii) non-callable, U. S. Treasury Securities - State and Local Government Series (“SLGS”);

The Town has reserved the right to modify this definition to conform to amendments in State law regarding legal investments of public funds.

SECTION 11. Exemption from State Taxes. Both the principal of and interest on the Bonds shall be exempt, in accordance with the provisions of Section 12-2-50 of the S.C. Code, from all State, county, municipal, school district and all other taxes or assessments, except estate or other transfer taxes, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise.

SECTION 12. Eligible Securities. The Bonds initially issued (the “Initial Bonds”) will be eligible securities for the purposes of the book-entry system of transfer maintained by The Depository Trust Company, New York, New York (“DTC”), and transfers of beneficial ownership of the Initial Bonds shall be made only through DTC and its participants in accordance with rules specified by DTC. Such beneficial ownership must be of \$5,000 principal amount of Initial Bonds of the same maturity or any integral multiple of \$5,000.

The Initial Bonds shall be issued in fully-registered form, one bond for each of the maturities of the Initial Bonds, in the name of Cede & Co., as the nominee of DTC. When any principal of or interest on the Initial Bonds becomes due, the Paying Agent, on behalf of the Town, shall transmit to DTC an amount equal to such installment of principal and interest. DTC shall remit such payments to the beneficial owners of the Initial Bonds or their nominees in accordance with its rules and regulations.

Notices of redemption of the Initial Bonds or any portion thereof shall be sent to DTC in accordance with the provisions of the Ordinance.

If (a) DTC determines not to continue to act as securities depository for the Bonds, or (b) the Town has advised DTC of its determination that DTC is incapable of discharging its duties, the Town shall attempt to retain another qualified securities depository to replace DTC. Upon receipt by the Town of the Initial Bonds together with an assignment duly executed by DTC, the Town shall execute and deliver to the successor securities depository bonds of the same principal amount, interest rate and maturity registered in the name of such successor.

If the Town is unable to retain a qualified successor to DTC or the Town has determined that it is in its best interest not to continue the book-entry system of transfer or that interests of the beneficial owners of the Bonds might be adversely affected if the book-entry system of transfer is continued (the Town undertakes no obligation to make any investigation to determine the occurrence of any events that would permit it to make any such determination), and has made provision to so notify beneficial owners of the Bonds by mailing an appropriate notice to DTC, upon receipt by the Town of the Initial Bonds together with an assignment duly executed by DTC, the Town shall execute, authenticate and deliver to the DTC participants bonds in fully-registered form in denominations of \$5,000 or any integral multiple thereof.

SECTION 13. Sale of Bonds, Form of Notice of Sale. The Bonds shall be sold at public sale. A Notice of Sale shall be distributed to prospective bidders and a summary of such Notice shall be published in a newspaper having general circulation in the State or in a financial publication published in the City of New York, State of New York, or both, not less than seven (7) days prior to the date set for such sale in substantially the form attached hereto as Exhibit B and incorporated herein by reference.

SECTION 14. Preliminary and Final Official Statement. The Town Council hereby authorizes and directs the Town Manager or his lawfully authorized designee to prepare, or cause to be prepared, a Preliminary Official Statement to be distributed to prospective purchasers of the Bonds together with the Notice of Sale. The Town Council authorizes the Town Manager or his lawfully authorized designee to designate the Preliminary Official Statement as “near final” for purposes of Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”). The Town Manager or his lawfully authorized designee is further authorized to see to the completion of the final form of the Official Statement upon the sale of the Bonds so that it may be provided to the purchasers of the Bonds.

SECTION 15. Filings with Central Repository. In compliance with Section 11-1-85 of the S.C. Code, the Town covenants that it will file or cause to be filed with a central repository for availability in the secondary bond market when requested: (a) a copy of an annual independent audit of the Town within thirty (30) days of the Town's receipt thereof; and (b) within thirty (30) days of the occurrence thereof, event specific information of an event which adversely affects more than five (5%) percent of the tax revenues of the Town or the Town's tax base.

SECTION 16. Continuing Disclosure. In compliance with the Rule, the Town covenants and agrees for the benefit of the holders from time to time of the Bonds to execute and deliver prior to closing, and to thereafter comply with the terms of a Continuing Disclosure Certificate in substantially the form attached hereto and incorporated herein by reference as Exhibit C. In the event of a failure of the Town to comply with any of the provisions of the Continuing Disclosure Certificate, an event of default under this Ordinance shall not be deemed to have occurred. In such event, the sole remedy of any bondholder or beneficial owner shall be an action to compel performance by the Town.

SECTION 17. Bank Placement. In the event the Bonds are sold to a bank pursuant to Section 13 above, the requirements of Sections 12, 14 and 16 hereof shall not be applicable, and the Town may serve as Registrar/Paying Agent as described in Section 4 hereof. Also, forms of the attachments to this Ordinance will be revised as necessary and appropriate.

SECTION 18. Deposit and Use of Proceeds. The proceeds derived from the sale of the Bonds necessary to refund the Bonds to be Refunded shall be deposited with the Escrow Agent pursuant to the terms of the Refunding Trust Agreement between the Escrow Agent and the Town. The remaining proceeds, if any, shall be deposited with the Town in a special fund and shall be applied solely to the purposes for which the Bonds have been issued, including payment of costs of issuance of the Bonds.

SECTION 19. Federal Tax Covenants (Tax-Exempt Bonds Only). The Town hereby covenants and agrees with the holders of the Bonds that it will not take any action which will, or fail to take any action which failure will, cause interest on the Bonds to become includable in the gross income of the holders of the Bonds for federal income tax purposes pursuant to the provisions of the Internal Revenue Code of 1986 as amended and regulations promulgated thereunder (the “Code”) in effect on the date of original issuance of the Bonds. The Town further covenants and agrees with the holders of the Bonds that no use of the proceeds of the Bonds shall be made which, if such use had been reasonably expected on the date of issue of the Bonds would have caused the Bonds to be “arbitrage bonds,” as defined in Section 148 of the Code, and to that end the Town hereby shall:

(i) comply with the applicable provisions of Sections 103 and 141 through 150 of the Code and any regulations promulgated thereunder so long as the Bonds are outstanding;

(ii) establish such funds, make such calculations and pay such amounts, in the manner and at the times required in order to comply with the requirements of the Code relating to required rebates of certain amounts to the United States; and

(iii) make such reports of such information at the time and places required by the Code.

SECTION 20. Miscellaneous. The Town Council hereby authorizes the Mayor and Town Clerk, the Town Manager, the Director of Finance and any lawfully authorized designee to execute such documents and instruments as may be necessary to effect the issuance of the Bonds or make modifications in any documents including but not limited to the form of the Bond or Notice of Sale, if necessary. The Town Council hereby retains Burr & Forman LLP as bond counsel in connection with the issuance of the Bonds. The Town Manager is authorized to execute such contracts, documents or engagement letters as may be necessary and appropriate to effectuate these engagements.

SECTION 21. Severability. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 22. Codification. This Ordinance shall be forthwith codified in the Code of Town Ordinances in the manner required by law.

SECTION 23. Effective Date. This Ordinance shall be effective upon its enactment by the Town Council of the Town of Hilton Head Island, South Carolina.

PASSED, APPROVED, AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA ON THIS ___ DAY OF _____, 2020.

_____, Mayor

ATTEST:

Krista Wiedmeyer
Town Clerk

APPROVED AS TO FORM:

_____ Town Attorney

First Reading: _____

Second Reading: _____

Introduced by Council Member:

FORM OF BOND

UNITED STATES OF AMERICA
STATE OF SOUTH CAROLINA
THE TOWN OF HILTON HEAD ISLAND
\$ _____ [TAXABLE] GENERAL OBLIGATION REFUNDING BOND
SERIES 20__

No. R-

<u>INTEREST</u> <u>RATE</u>	<u>MATURITY</u> <u>DATE</u>	<u>ORIGINAL</u> <u>ISSUE DATE</u>	<u>CUSIP</u>
%			

REGISTERED HOLDER:

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL MEN BY THESE PRESENTS, that the Town of Hilton Head Island, South Carolina (the "Town"), is justly indebted and, for value received, hereby promises to pay to the registered holder named above, or registered assigns, the principal amount shown above on the maturity date shown above, upon presentation and surrender of this Bond at the principal office of _____ in _____ (the "Paying Agent"), and to pay interest on such principal sum from the date hereof at the interest rate per annum shown above until this Bond matures. Interest on this Bond is payable semiannually on _____ 1 and _____ 1 of each year commencing _____ 1, 20__, until this Bond matures, and shall be payable by electronic transfer or check or draft mailed to the person in whose name this Bond is registered on the registration books of the Town maintained by the registrar, presently _____, in _____ (the "Registrar"), at the close of business on the fifteenth (15th) day of the calendar month next preceding each semiannual interest payment date. The principal and interest on this Bond are payable in any coin or currency of the United States of America which is, at the time of payment, legal tender for public and private debts; provided, however, that interest on this fully-registered Bond shall be paid by electronic transfer, check or draft as set forth above.

This Bond shall not be entitled to any benefit under the Ordinance of the Town authorizing the Bonds, nor become valid or obligatory for any purpose, until the Certificate of Authentication hereon shall have been duly executed by the Registrar.

For the payment of the principal and interest of this Bond as they respectively mature and for the creation of such sinking fund as may be necessary to provide for the prompt payment hereof, the full faith, credit, taxing power and resources of the Town are hereby irrevocably pledged, and there shall be levied and collected annually upon all taxable property of the Town an ad valorem tax, without limitation as to rate or amount, sufficient for such purposes.

The Bonds are being issued by means of a book-entry system with no physical distribution of bond certificates to be made except as provided in the Ordinance. One bond certificate with respect to each date on which the Bonds are stated to mature, registered in the name of the securities depository nominee, is being issued and required to be deposited with the securities depository and immobilized in its custody. The book-entry system will evidence positions held in the Bonds by the securities depository's participants, beneficial ownership of the Bonds in the principal amount of \$5,000 or any multiple thereof being evidenced in the records of such participants. Transfers of ownership shall be effected on the records of the securities depository and its participants pursuant to rules and procedures established by the securities depository and its participants. The Town and the Registrar/Paying Agent will recognize the securities depository nominee, while the registered owner of this bond, as the owner of this bond for all purposes, including payments of principal of and redemption premium, if any, and interest on this bond, notices and voting. Transfer of principal and interest payments to participants of the securities depository will be the responsibility of the securities depository, and transfer of principal, redemption premium, if any, and interest payments to beneficial owners of the Bonds by participants of the securities depository will be the responsibility of such participants and other nominees of such beneficial owners. The Town will not be responsible or liable for such transfers of payments or for maintaining, supervision or reviewing the records maintained by the securities depository, the securities depository nominee, its participants or persons acting through such participants. While the securities depository nominee is the owner of this bond, notwithstanding, the provision hereinabove contained, payments of principal of, redemption premium, if any, and interest on this Bond shall be made in accordance with existing arrangements between the Registrar/Paying Agent or its successors under the Ordinance and the securities depository.

This Bond is one of a series of Bonds of like date of original issue, tenor and effect, except as to number, date of maturity, denomination, [redemption provisions] and rate of interest, aggregating _____ Dollars issued pursuant to Article X, Section 14 of the Constitution of the State of South Carolina, 1895, as amended; _____; Title 11, Chapters 15 and 27, Code of Laws of South Carolina 1976, as amended; [the favorable results of a referendum held in the Town on _____]; and Ordinance No. _____ duly enacted by the Town Council of the Town.

[Redemption Provisions]

This Bond is transferable as provided in the Ordinance, only upon the books of the Town kept for that purpose at the principal office of the Registrar by the registered holder in person or by his duly authorized attorney upon surrender of this Bond together with a written instrument of transfer satisfactory to the Registrar duly executed by the registered holder or his duly authorized attorney. Thereupon a new fully-registered Bond or Bonds of the same aggregate principal amount, interest rate, and maturity shall be issued to the transferee in exchange therefor as provided in the Ordinance. The Town, the Registrar and the Paying Agent may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal hereof and interest due hereon and for all other purposes.

Under the laws of the State of South Carolina (the "State"), this Bond and the interest hereon are exempt from all State, county, municipal, school district and other taxes or assessments, except estate or other transfer taxes, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise.

It is hereby certified and recited that all acts, conditions and things required by the Constitution and laws of the State to exist, to happen and to be performed precedent to or in the issuance of this Bond exist, have happened and have been performed in regular and due time, form and manner as required by law; that the amount of this Bond, together with all other indebtedness of the Town does not exceed the applicable limitation of indebtedness under the laws of the State; and, that provision has been made for the levy and collection of a tax, without limit, on all taxable property in the Town sufficient to pay the principal and interest of this Bond as they respectively mature and to create such sinking fund as may be necessary therefor.

IN WITNESS WHEREOF, THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, has caused this Bond to be signed with the manual or facsimile signature of the Mayor of the Town, attested by the manual or facsimile signature of the Town Clerk and the seal of the Town impressed, imprinted or reproduced hereon.

TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

(SEAL)

Mayor

ATTEST:

Town Clerk

[FORM OF REGISTRAR'S CERTIFICATE OF AUTHENTICATION]

Date of Authentication:

This Bond is one of the bonds described in the within mentioned Ordinance of the Town of Hilton Head Island, South Carolina.

_____,
as Registrar

By: _____
Authorized Officer

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

TEN COM - as tenants in common

UNIF GIFT MIN ACT -

TEN ENT - as tenants by the
entireties

_____ Custodian _____
(Cust) (Minor)

JT TEN - as joint tenants with
right of survivorship
and not as tenants in
common

under Uniform Gifts to
Minors Act _____
(state)

Additional abbreviations may also be used though not in above list.

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____
(Name and Address of Transferee)

the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

(Authorized Officer)

Notice: Signature(s) must be guaranteed by an institution which is a participant in the registered Securities Transfer Agents Medallion Program ("STAMP") or similar program.

Notice: The signature to the assignment must correspond with the name of the holder as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

A copy of the final approving legal opinion to be rendered shall accompany each Bond and preceding the same a certificate shall appear, which shall be signed on behalf of the Town with a manual or facsimile signature of the Town Clerk in the following form:

IT IS HEREBY CERTIFIED that the following is a true and correct copy of the final legal opinion (except for date and letterhead) of Burr & Forman LLP, Columbia, South Carolina, approving the issue of Bonds of which the within Bond is one, the original of which opinion was manually executed, dated and issued as of the date of delivery of and payment for the Bonds, and a copy of which is on file with the Town of Hilton Head Island, South Carolina.

THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

By _____
Town Clerk

FORM OF NOTICE OF SALE

\$ _____ * [TAXABLE] GENERAL OBLIGATION REFUNDING BONDS, SERIES 20____
TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

Time and Place of Sale: NOTICE IS HEREBY GIVEN that proposals will be received on behalf of the Town Council of the Town of Hilton Head Island, South Carolina (the "Town") by electronic means only until 11:00 a.m., South Carolina time, on _____, _____, at which time said proposals will be publicly opened for the purchase of _____ (\$_____) [Taxable] General Obligation Refunding Bonds, Series _____ of the Town (the "Bonds"). The time as maintained by Parity (defined below) shall constitute the official time with respect to all proposals submitted.

Electronic Bids: Electronic proposals must be submitted through i-Deal's Parity Electronic Bid Submission System ("Parity"). No electronic bids from any other providers of electronic bidding services will be accepted. Information about the electronic bidding services of Parity may be obtained from i-Deal, 1359 Broadway, 2nd Floor, New York, New York 10018, Customer Support, telephone (212) 849-5021.

NO PROPOSAL SHALL BE CONSIDERED WHICH IS NOT ACTUALLY RECEIVED BY THE TOWN AT THE DATE AND TIME APPOINTED.

Book-Entry-Only Bonds: The Bonds will be issued in fully-registered form. One Bond representing each maturity will be issued to and registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York ("DTC"), as registered owner of the Bonds and each such Bond will be immobilized in the custody of DTC. DTC will act as securities depository for the Bonds. Individual purchases will be made in book-entry-only form in the principal amount of \$5,000 or any integral multiple thereof not exceeding the principal amount of Bonds maturing each year; Purchasers will not receive physical delivery of certificates representing their interest in the Bonds purchased. The winning bidder, as a condition to delivery of the Bonds, will be required to deposit the Bond certificates representing each maturity with DTC.

Interest on the Bonds will be payable March 1, 2021, and semiannually on March 1 and September 1 of each year thereafter until maturity. The Bonds will be dated their date of delivery, on or about December _____, 2020, and will mature serially in successive annual installments on March 1 in each of the years and in the principal amounts shown below:

	<u>Principal</u>		<u>Principal</u>
<u>March 1</u>	<u>Amount*</u>	<u>March 1</u>	<u>Amount*</u>

*Preliminary, subject to adjustment.

Adjustment of Maturity Schedule. If, after final computation of the proposals, the Town determines in its sole discretion that the funds necessary to accomplish the purposes for which the Bonds are being issued are either more or less than the proceeds of the sale of the amount of the Bonds as shown in this Notice of Sale, it reserves the right either to decrease or increase the principal amount of the Bonds (all calculations to be rounded to the nearest \$5,000), provided that any such decrease or increase shall not exceed 15% of the par amount. Such adjustment(s), if any, shall be made within twenty-four (24) hours of the award of the Bonds. In order to calculate the yield on the Bonds for federal tax law purposes and as a condition precedent to the award of the Bonds, bidders must disclose to the Town in connection with their bid the price (or yield to maturity) at which each maturity of the Bonds will be reoffered to the public.

In the event of any adjustment of the maturity schedule for the Bonds as described herein, no rebidding or recalculation of the proposals submitted will be required or permitted. Nevertheless, the award of the Bonds will be made to the bidder whose proposal produces the lowest true interest cost solely on the basis of the Bonds offered, without taking into account any adjustment in the amount of the Bonds pursuant to this paragraph.

[Redemption Provisions.] [TBD]

Bidders' Special Option for Term Bonds. Bidders submitting proposals may specify that all the principal amount of Bonds maturing on any two or more consecutive annual payment dates may, in lieu of maturity on each of such dates, be combined to comprise one or more maturities of the Bonds scheduled to mature on the latest of such annual payment dates (the "Term Bonds"). Term Bonds shall be subject to redemption through mandatory sinking fund installments in the principal amount that would have matured in each year as set forth in this Official Notice of Sale, on each of the annual principal payment dates, except for the principal amount of the Bonds scheduled to mature on the latest such annual payment date, which the Bonds shall mature on such annual principal payment date. Bidders may specify one or more of such Term Bonds and such specifications must be made in the bidder's proposal.

Mandatory Sinking Fund Redemption. The Bonds will be subject to mandatory sinking fund redemption if and to the extent the option to establish Term Bonds is exercised by the successful bidder.

Registrar/Paying Agent: Regions Bank, Atlanta, Georgia, shall serve as Registrar/Paying Agent for the Bonds.

Bid Requirements: Bidders shall specify the rate or rates of interest per annum which the Bonds are to bear, to be expressed in multiples of 1/100th, 1/20th or 1/8th of 1% with no greater difference than two percent (3%) between the highest and lowest rates of interest named by a bidder. Bidders are not limited as to the number of rates of interest named, but the rate of interest on each separate maturity must be the same single rate for all Bonds of that maturity from their date to such maturity date. A bid for less than all the Bonds or a bid at a price less than par will not be considered.

Good Faith Deposit: A good faith deposit is not required.

Official Statement: Upon the award of the Bonds, the Town will prepare an official statement (the "Official Statement") in substantially the same form as the preliminary official statement subject to minor additions, deletions and revisions as required to complete the Official Statement. Within seven (7) business days after the award of the Bonds, the Town will deliver the Official Statement to the successful bidder in

sufficient quantity to comply with Rule G-32 of the Municipal Securities Rulemaking Board. The successful bidder agrees to supply to the Town within 24 hours after the award of the Bonds all necessary pricing information and any Underwriter identification necessary to complete the Official Statement.

Security: The Bonds shall constitute binding general obligations of the Town, and the full faith, credit, resources and taxing power of the Town are irrevocably pledged for the payment of the principal and interest on the Bonds as they respectively mature and to create such sinking fund as may be necessary to provide for the prompt payment thereof. There shall be levied and collected annually upon all taxable property of the Town a tax, without limitation as to rate or amount, sufficient for such purposes.

Continuing Disclosure: In order to assist the bidders in complying with S.E.C. Rule 15c2-12(b)(5) promulgated by the Securities and Exchange Commission, the Town will undertake, pursuant to a Continuing Disclosure Certificate, to provide certain annual financial information and notices of the occurrence of certain listed events. A description of this undertaking is set forth in the Preliminary Official Statement and will also be set forth in the final Official Statement.

Legal Opinion: The Town shall furnish upon delivery of the Bonds the final approving opinion of Burr & Forman LLP, Columbia, South Carolina, which opinion shall accompany each Bond, together with the usual closing documents, including a certificate that no litigation is pending affecting the Bonds.

Establishment of Issue Price: (a) The winning bidder shall assist the Town in establishing the issue price of the Bonds and shall execute and deliver to the Town at Closing an “issue price” or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the Bonds, together with the supporting pricing wires or equivalent communications, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the Town and Bond Counsel. All actions to be taken by the Town under this Notice of Sale to establish the issue price of the Bonds may be taken on behalf of the Town by the Town’s Municipal Advisor identified herein and any notice or report to be provided to the Town may be provided to the Town’s Municipal Advisor.

(b) The Town intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining “competitive sale” for purposes of establishing the issue price of the Bonds) will apply to the initial sale of the Bonds (the “competitive sale requirements”) because:

- (i) the Town shall disseminate this Official Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- (ii) all bidders shall have an equal opportunity to bid;
- (iii) the Town may receive bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- (iv) the Town anticipates awarding the sale of the Bonds to the bidder who submits a firm offer to purchase the Bonds at the highest price (or lowest interest cost), as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the Bonds, as specified in the bid.

(c) In the event that the competitive sale requirements are not satisfied, the Town shall so advise the winning bidder. The Town shall treat the first price at which 10% of a maturity of the Bonds (the “10% test” is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis (and if different interest rates apply within a maturity, to each separate CUSIP number within that maturity). The winning bidder shall advise the Town if any maturity of the Bonds satisfies the 10% test as of the date and time of the award of the Bonds. The Town will not require bidders to comply with the “hold-the-offering-price rule” and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the Bonds as the issue price of that maturity. Bids will not be subject to cancellation in the event that the competitive sale requirements are not satisfied. Bidders should prepare their bids on the assumption that all of the maturities of the Bonds will be subject to the 10% test in order to establish the issue price of the Bonds.

(d) If the competitive sale requirements are not satisfied, then until the 10% test has been satisfied as to each maturity of the Bonds, the winning bidder agrees to promptly report to the Town the prices at which the unsold Bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the Closing Date has occurred, until the 10% test has been satisfied as to the Bonds of that maturity or until all Bonds of that maturity have been sold.

(e) By submitting a bid, each bidder confirms that: (i) any agreement among underwriters, any selling group agreement and each retail distribution agreement (to which the bidder is a party) relating to the initial sale of the Bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such retail distribution agreement, as applicable, to report the prices at which it sells to the public the unsold Bonds of each maturity allotted to it until it is notified by the winning bidder that either the 10% test has been satisfied as to the Bonds of that maturity or all Bonds of that maturity have been sold to the public, if and for so long as directed by the winning bidder and as set forth in the related pricing wires, and (ii) any agreement among underwriters relating to the initial sale of the Bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter that is a party to a retail distribution agreement to be employed in connection with the initial sale of the Bonds to the public to require each broker-dealer that is a party to such retail distribution agreement to report the prices at which it sells to the public the unsold Bonds of each maturity allotted to it until it is notified by the winning bidder or such underwriter that either the 10% test has been satisfied as to the Bonds of that maturity or all Bonds of that maturity have been sold to the public, if and for so long as directed by the winning bidder or such underwriter and as set forth in the related pricing wires.

(f) Sales of any Bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale. Further, for purposes of this Notice of Sale:

- (i) “public” means any person other than an underwriter or a related party,
- (ii) “underwriter” means (A) any person that agrees pursuant to a written contract with the Town (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the public and (B) any person that

agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the Bonds to the public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the public),

- (iii) a purchaser of any of the Bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other), and
- (iv) “sale date” means the date that the Bonds are awarded by the Town to the winning bidder.

Delivery: The Bonds will be delivered on or about December ____, 2020, in New York, New York, at the expense of the Town or at such other place as may be agreed upon with the purchaser at the expense of the purchaser. The balance of the purchase price then due (including the amount of accrued interest) must be paid in federal funds or other immediately available funds.

CUSIP Numbers: It is anticipated that CUSIP identification numbers will be set forth on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto shall constitute cause for failure or refusal by the purchaser thereof to accept delivery of and pay for the Bonds in accordance with the terms of its proposal. The CUSIP Service Bureau charge for the assignment of such numbers shall be the responsibility of and shall be paid for by the successful bidder. Application for the assignment of CUSIP identification numbers shall be the responsibility of the Town's Municipal Advisor.

Award of Bid. The Bonds will be awarded to the bidder or bidders offering to purchase the Bonds at the lowest true interest cost (TIC) to the Town. The TIC will be the nominal interest rate which, when compounded semiannually and used to discount all debt service payments on the Bonds (computed at the interest rates specified in the bid and on the basis of a 360-day year of twelve 30-day months) to the dated date of the Bonds, results in an amount equal to the price bid for the Bonds. In the case of a tie bid, the winning bid will be awarded based on time received with the bid received earliest being the determining factor.. The Town reserves the right to reject any and all bids or to waive irregularities in any bid. Bids will be accepted or rejected no later than 4:00 p.m., South Carolina time, on the date of the sale.

Postponement. The Town reserves the right to postpone, from time to time, the date established for the receipt of bids. The Town will communicate any such change in the sale date through an electronic information service not less than 48 hours prior to the time bids are to be received. If any date fixed for the receipt of bids and the sale of the Bonds is postponed, any alternative sale date will be announced through an electronic information service at least 48 hours prior to such alternative sale date.

On any such alternative sale date, any bidder may submit an electronic bid for the purchase of the Bonds in conformity in all respects with the provisions of this Official Notice of Sale, except for the date and time of sale and except for the changes announced through Parity or other electronic information service at the time the amended sale date and time are announced.

Additional Information: Persons seeking information should communicate with: John Troyer, Director of Finance, Town of Hilton Head Island, telephone: (843) 341-4650, e-mail: johntr@hiltonheadislandsc.gov; the Town's Bond Counsel, Francenia B. Heizer, Burr & Forman LLP, telephone: (803) 799-9800, e-mail: fheizer@burr.com; or with the Town's Municipal Advisor, Brent Robertson, Stifel, Nicolaus & Company, Inc., telephone (803) 331-3848, e-mail: robertsonb@stifel.com.

Town of Hilton Head Island, South Carolina

FORM OF CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the “Disclosure Certificate”) is executed and delivered by the Town of Hilton Head Island, South Carolina (the “Town”) in connection with the issuance of \$_____ [Taxable] General Obligation Refunding Bonds, Series _____ (the “Bonds”). The Bonds are being issued pursuant to an Ordinance adopted by the Town Council of the Town (the “Council”). The Town covenants and agrees as follows:

SECTION 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Town for the benefit of the beneficial owners and in order to assist the Participating Underwriter (defined below) in complying with the Rule (defined below).

SECTION 2. Definitions. The following capitalized terms shall have the following meanings:

“**Annual Report**” shall mean any Annual Report provided by the Town pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

“**Bonds**” shall mean the \$_____ [Taxable] General Obligation Refunding Bonds, Series _____, of the Town of Hilton Head Island, South Carolina, dated _____.

“**Dissemination Agent**” shall mean the Town or any successor Dissemination Agent designated in writing by the Town and which has filed with the Town a written acceptance of such designation.

“**Financial Obligation**” is defined by the Rule as and for purposes of this Disclosure Certificate shall mean (1) a debt obligation, (2) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation, or (3) a guarantee of either of the foregoing; provided, however, that a “Financial Obligation” shall not include municipal securities as to which a final official statement has been provided to the Municipal Securities Rulemaking Board consistent with the Rule.

“**Listed Events**” shall mean any of the events listed in Section 5(a) of this Disclosure Certificate.

“**National Repository**” shall mean for purposes of the Rule, the Electronic Municipal Market Access (EMMA) system created by the Municipal Securities Rulemaking Board.

“**Participating Underwriter**” shall mean _____ and any other original underwriter of the Bonds required to comply with the Rule in connection with offering of the Bonds.

“**Repository**” shall mean each National Repository and each State Depository, if any.

“**Rule**” shall mean Rule 15c2-12(b)(5) promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

“**State Depository**” shall mean any public or private repository or entity designated by the State of South Carolina as a state depository for the purpose of the Rule. As of the date of this Disclosure Certificate, there is no State Depository.

SECTION 3. Provision of Annual Reports.

(a) The Town shall, or shall cause the Dissemination Agent to provide, not later than February 1 of each year, commencing in 20___, to the Repository an Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate. Not later than fifteen (15) business days prior to such date the Town shall provide the Annual Report to the Dissemination Agent, if other than the Town; provided, that if the audited financial statements required pursuant to Section 4 hereof to be included in the Annual Report are not available for inclusion in the Annual Report as of such date, unaudited financial statements of the Town may be included in such Annual Report in lieu thereof, and the Town shall replace such unaudited financial statements with audited financial statements within fifteen (15) days after such audited financial statements become available for distribution. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the audited financial statements of the Town may be submitted separately from the balance of the Annual Report.

(b) If the Town is unable to provide to the Repository an Annual Report by the date required in subsection (a), the Town shall send a notice to the Repository, in substantially the form attached hereto as Exhibit A.

(c) The Dissemination Agent shall:

(1) determine each year prior to the date for providing the Annual Report the name and address of the Repository; and

(2) if the Dissemination Agent is other than the Town, file a report with the Town and (if the Dissemination Agent is not the Registrar) the Registrar certifying whether the Annual Report has been provided pursuant to this Disclosure Certificate, and, if provided, stating the date it was provided, and listing the Repository to which it was provided.

SECTION 4. Content of Annual Reports.

(a) The Town's Annual Report shall contain or incorporate by reference the most recent audited financial statements, which shall be prepared in conformity with generally accepted accounting principles (or, if not in such conformity, to be accompanied by a qualitative discussion of the differences in the accounting principles and the impact of the change in the accounting principles on the presentation of the financial information) applicable to governmental entities such as the Town, and shall, in addition, contain or incorporate by reference the following, for the immediately preceding fiscal year:

- (1) Town population (most recent available);
- (2) Total anticipated state appropriations subject to withholding under Article X, Sec. 14, South Carolina Constitution;
- (3) Outstanding indebtedness of the Town;
- (4) Market value/assessment summary of taxable property in Town;
- (5) Tax Rates for Town;
- (6) Tax collections for Town; and
- (7) Ten largest taxpayers (including fee-in-lieu-of-tax) for Town.

(b) Audited Financial Statements prepared in accordance with GAAP as described in the Official Statement will be included in the Annual Report.

Any or all of the items listed above may be included by specific reference from other documents, including official statements of debt issues with respect to which the Town is an “obligated person” (as defined by the Rule), which have been previously filed with the National Repository or the Securities and Exchange Commission. If the document incorporated by reference is a final official statement, it must be available from the Municipal Securities Rulemaking Board. The Town will clearly identify each such document so incorporated by reference.

SECTION 5. Reporting of Significant Events.

(a) Pursuant to the provisions of this Section 5, the Town shall give, or cause to be given, notice of the occurrence of any of the following events (the “Listed Events”):

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- (7) Modifications to rights of security holders;
- (8) Bond calls;
- (9) Tender offers;
- (10) Defeasances;
- (11) Release, substitution, or sale of property securing repayment of the securities;
- (12) Rating changes;
- (13) Bankruptcy, insolvency, receivership or similar event of the Town;
- (14) The consummation of a merger, consolidation, or acquisition involving the Town or the sale of all or substantially all of the assets of the Town other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms;
- (15) Appointment of a successor or additional trustee or the change of name of a trustee.
- (16) Incurrence of a Financial Obligation of the Town; or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the Town, any of which affect security holders; and
- (17) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the Town, any of which reflect financial difficulties.

(b) Whenever the Town obtains knowledge of the occurrence of a Listed Event described in subsections (a)(2), (7), (8), (11), (14), (15) or (16) above, the Town shall as soon as possible determine if such event would be material under applicable federal securities laws. If the Town determines that knowledge of the occurrence of such event would be material under applicable federal securities laws,

the Town shall promptly, and no later than ten business days after the occurrence of the event, file a notice of such occurrence with the Repository.

(c) Whenever the Town obtains knowledge of the occurrence of a Listed Event described in subsections (a)(1), (3), (4), (5), (6), (9), (10), (12), (13) or (17) above, the Town shall promptly, and no later than ten business days after the occurrence of the event, file a notice of such occurrence with the Repository.

(d) Notwithstanding the foregoing, notice of Listed Events described in subsections (a)(8), (9), and (10) above need not be given under this subsection any earlier than the notice (if any) of the underlying event is given to owners of affected Bonds. For the purposes of the event identified in (a)(13) above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the Town in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Town, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Town.

SECTION 6. Termination of Reporting Obligation. The Town's obligations under this Disclosure Certificate shall terminate upon the defeasance, prior redemption or payment in full of all of the Bonds.

SECTION 7. Dissemination Agent. The Town may, from time to time, appoint or engage a Dissemination Agent to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Agent, with or without appointing a successor Dissemination Agent. The initial Dissemination Agent shall be the Town.

SECTION 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the Town may amend this Disclosure Certificate and any provision of this Disclosure Certificate may be waived, if such amendment or waiver is supported by an opinion of counsel expert in federal securities laws acceptable to the Town, to the effect that such amendment or waiver would not, in and of itself, cause the undertakings herein to violate the Rule if such amendment or waiver had been effective on the date hereof but taking into account any subsequent change in or official interpretation of the Rule.

SECTION 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Town from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Town chooses to include any information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is specifically required by this Disclosure Certificate, the Town shall have no obligation under this Disclosure Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

SECTION 10. Default. In the event of a failure of the Town, or the Dissemination Agent to comply with any provision of this Disclosure Certificate, any beneficial owner may take such actions as may be necessary and appropriate, including seeking injunctive relief or specific performance by court order, to cause the Town, or the Dissemination Agent, as the case may be, to comply with its obligations

under this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default under the Ordinance, and the sole remedy under this Disclosure Certificate in the event of any failure of the Town, or the Dissemination Agent to comply with this Disclosure Certificate shall be an action to compel performance.

SECTION 11. Duties, Immunities and Liabilities of the Dissemination Agent. The provisions of this Section 11 shall apply if the Issuer is not the Dissemination Agent. The Dissemination Agent shall have only such duties as are specifically set forth in this Disclosure Certificate, and to the extent permitted by applicable law and other public policy considerations, the Issuer agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which they may incur arising out of or in the exercise or performance of their powers and duties hereunder, including the costs and expenses (including attorneys' fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's negligence or willful misconduct. The obligations of the Issuer under this Section shall survive resignation or removal of the Dissemination Agent and payment of the Bonds.

SECTION 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Town, the Dissemination Agent, the Participating Underwriters, and Holders from time to time of the Bonds and shall create no rights in any other person or entity.

SECTION 13. Counterparts. This Disclosure Certificate may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

By: _____
Town Manager

Dated: _____, 20__

NOTICE TO REPOSITORIES OF FAILURE TO FILE ANNUAL REPORT

Name of Town: Town of Hilton Head Island, South Carolina

Name of Bond Issue: \$_____ [Taxable] General Obligation Refunding Bonds, Series 20____,
Town of Hilton Head Island, South Carolina

Date of Issuance: _____

NOTICE IS HEREBY GIVEN that The Town of Hilton Head Island, South Carolina (the "Town") has not provided an Annual Report with respect to the above-named Bonds as required by Sections 3 and 4 of the Continuing Disclosure Certificate executed and delivered by the Town as Dissemination Agent. The Town has notified us in writing that the Annual Report will be filed by _____.

Dated: _____

TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

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UNREFUNDED BOND DEBT SERVICE

**Town of Hilton Head Island, SC
Current Refunding of Series 2011A**

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
03/01/2021	710,000	4.000%	14,200	724,200	724,200
	710,000		14,200	724,200	724,200

UNREFUNDED BOND DEBT SERVICE**Town of Hilton Head Island, SC
Advance Refunding of Series 2013A**

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
03/01/2021	325,000	4.000%	23,750	348,750	348,750
09/01/2021			17,250	17,250	
03/01/2022	335,000	5.000%	17,250	352,250	369,500
09/01/2022			8,875	8,875	
03/01/2023	355,000	5.000%	8,875	363,875	372,750
	1,015,000		76,000	1,091,000	1,091,000

SUMMARY OF BONDS REFUNDED

Town of Hilton Head Island, SC
General Obligation Refunding Bonds, Series 2020
Preliminary, Subject to Change

<i>Bond</i>	<i>Maturity Date</i>	<i>Interest Rate</i>	<i>Par Amount</i>	<i>Call Date</i>	<i>Call Price</i>
General Obligation Refunding Bonds, Series 2011A, 2011, SERIAL:					
	03/01/2022	3.000%	740,000.00	03/01/2021	100.000
	03/01/2023	3.000%	765,000.00	03/01/2021	100.000
	03/01/2024	3.250%	790,000.00	03/01/2021	100.000
	03/01/2025	3.375%	815,000.00	03/01/2021	100.000
	03/01/2026	3.500%	845,000.00	03/01/2021	100.000
	03/01/2027	3.500%	875,000.00	03/01/2021	100.000
	03/01/2028	3.625%	900,000.00	03/01/2021	100.000
	03/01/2029	3.750%	935,000.00	03/01/2021	100.000
			6,665,000.00		
General Obligation Refunding Bonds, Series 2013A, 2013, SERIAL:					
	03/01/2024	5.000%	370,000.00	03/01/2023	100.000
	03/01/2025	5.000%	390,000.00	03/01/2023	100.000
	03/01/2026	3.000%	410,000.00	03/01/2023	100.000
	03/01/2027	3.250%	420,000.00	03/01/2023	100.000
	03/01/2028	4.000%	435,000.00	03/01/2023	100.000
	03/01/2029	4.000%	455,000.00	03/01/2023	100.000
	03/01/2030	3.500%	470,000.00	03/01/2023	100.000
			2,950,000.00		
General Obligation Refunding Bonds, Series 2013A, 2013, TERM:					
	03/01/2033	4.000%	1,515,000.00	03/01/2023	100.000
General Obligation Refunding Bonds, Series 2013A, 2013, TERM02:					
	03/01/2035	4.000%	1,120,000.00	03/01/2023	100.000
			12,250,000.00		

ESCROW REQUIREMENTS

Town of Hilton Head Island, SC Current Refunding of Series 2011A

<i>Period Ending</i>	<i>Interest</i>	<i>Principal Redeemed</i>	<i>Total</i>
03/01/2021	113,109.38	6,665,000.00	6,778,109.38
	113,109.38	6,665,000.00	6,778,109.38

ESCROW REQUIREMENTS**Town of Hilton Head Island, SC
Advance Refunding of Series 2013A**

<i>Period Ending</i>	<i>Interest</i>	<i>Principal Redeemed</i>	<i>Total</i>
03/01/2021	110,700.00		110,700.00
09/01/2021	110,700.00		110,700.00
03/01/2022	110,700.00		110,700.00
09/01/2022	110,700.00		110,700.00
03/01/2023	110,700.00	5,585,000.00	5,695,700.00
	553,500.00	5,585,000.00	6,138,500.00

ESCROW REQUIREMENTS**Town of Hilton Head Island, SC
General Obligation Refunding Bonds, Series 2020
*Preliminary, Subject to Change***

<i>Period Ending</i>	<i>Interest</i>	<i>Principal Redeemed</i>	<i>Total</i>
03/01/2021	223,809.38	6,665,000.00	6,888,809.38
09/01/2021	110,700.00		110,700.00
03/01/2022	110,700.00		110,700.00
09/01/2022	110,700.00		110,700.00
03/01/2023	110,700.00	5,585,000.00	5,695,700.00
	666,609.38	12,250,000.00	12,916,609.38

ESCROW STATISTICS

**Town of Hilton Head Island, SC
Current Refunding of Series 2011A**

	<i>Total Escrow Cost</i>	<i>Modified Duration (years)</i>	<i>Yield to Receipt Date</i>	<i>Yield to Disbursement Date</i>	<i>Perfect Escrow Cost</i>	<i>Value of Negative Arbitrage</i>	<i>Cost of Dead Time</i>
Global Proceeds Escrow:	6,778,109.38				6,738,307.44		39,801.94
	6,778,109.38				6,738,307.44	0.00	39,801.94

Delivery date 12/02/2020
Arbitrage yield 2.396489%

ESCROW STATISTICS

Town of Hilton Head Island, SC Advance Refunding of Series 2013A

<i>Total Escrow Cost</i>	<i>Modified Duration (years)</i>	<i>Yield to Receipt Date</i>	<i>Yield to Disbursement Date</i>	<i>Perfect Escrow Cost</i>	<i>Value of Negative Arbitrage</i>	<i>Cost of Dead Time</i>
Global Proceeds Escrow:						
6,138,500.00				5,831,245.53		307,254.47
6,138,500.00				5,831,245.53	0.00	307,254.47

Delivery date	12/02/2020
Arbitrage yield	2.396489%

ESCROW STATISTICS

**Town of Hilton Head Island, SC
General Obligation Refunding Bonds, Series 2020
*Preliminary, Subject to Change***

<i>Escrow</i>	<i>Total Escrow Cost</i>	<i>Modified Duration (years)</i>	<i>Yield to Receipt Date</i>	<i>Yield to Disbursement Date</i>	<i>Perfect Escrow Cost</i>	<i>Value of Negative Arbitrage</i>	<i>Cost of Dead Time</i>
Current Refunding of Series 2011A, Global Proceeds Escrow:	6,778,109.38				6,738,307.44		39,801.94
Advance Refunding of Series 2013A, Global Proceeds Escrow:	6,138,500.00				5,831,245.53		307,254.47
	12,916,609.38				12,569,552.97	0.00	347,056.41

Delivery date	12/02/2020
Arbitrage yield	2.396489%

SUMMARY OF REFUNDING RESULTS

Town of Hilton Head Island, SC General Obligation Refunding Bonds, Series 2020 *Preliminary, Subject to Change*

	Current Refunding of Series 2011A	Advance Refunding of Series 2013A	Total
Dated Date	12/02/2020	12/02/2020	12/02/2020
Delivery Date	12/02/2020	12/02/2020	12/02/2020
Arbitrage Yield	2.396489%	2.396489%	2.396489%
Escrow Yield			
Value of Negative Arbitrage			
Bond Par Amount	6,925,000.00	6,270,000.00	13,195,000.00
True Interest Cost	1.950261%	2.678888%	2.396489%
Net Interest Cost	1.950000%	2.659517%	2.394131%
Average Coupon	1.950000%	2.659517%	2.394131%
Average Life	4.803	8.878	6.739
Par amount of refunded bonds	6,665,000.00	5,585,000.00	12,250,000.00
Average coupon of refunded bonds	3.510611%	3.933144%	3.768481%
Average life of refunded bonds	4.922	9.198	6.871
PV of prior debt	7,059,265.87	6,335,524.56	13,394,790.43
Net PV Savings	274,463.46	-71,282.41	203,181.05
Percentage savings of refunded bonds	4.117981%	-1.276319%	1.658621%
Percentage savings of refunding bonds	3.963371%	-1.136881%	1.539834%

SAVINGS

Town of Hilton Head Island, SC Current Refunding of Series 2011A

<i>Date</i>	<i>Prior Debt Service</i>	<i>Refunding Debt Service</i>	<i>Savings</i>	<i>Present Value to 12/02/2020 @ 2.3964890%</i>
03/01/2021	113,109.38	103,384.27	9,725.11	9,668.00
03/01/2022	966,218.76	928,672.50	37,546.26	36,985.33
03/01/2023	969,018.76	933,170.00	35,848.76	34,467.61
03/01/2024	971,068.76	937,277.50	33,791.26	31,712.74
03/01/2025	970,393.76	935,995.00	34,398.76	31,464.38
03/01/2026	972,887.50	934,420.00	38,467.50	34,256.52
03/01/2027	973,312.50	937,552.50	35,760.00	31,051.38
03/01/2028	967,687.50	930,295.00	37,392.50	31,626.65
03/01/2029	970,062.50	932,842.50	37,220.00	30,665.72
	7,873,759.42	7,573,609.27	300,150.15	271,898.34

Savings Summary

PV of savings from cash flow	271,898.34
Plus: Refunding funds on hand	2,565.12
	274,463.46
Net PV Savings	274,463.46

SAVINGS**Town of Hilton Head Island, SC
Advance Refunding of Series 2013A**

<i>Date</i>	<i>Prior Debt Service</i>	<i>Refunding Debt Service</i>	<i>Savings</i>	<i>Present Value to 12/02/2020 @ 2.3964890%</i>
03/01/2021	110,700.00	110,377.71	322.29	320.40
03/01/2022	221,400.00	226,825.00	-5,425.00	-5,152.34
03/01/2023	221,400.00	229,391.57	-7,991.57	-7,459.22
03/01/2024	591,400.00	598,010.50	-6,610.50	-5,739.18
03/01/2025	592,900.00	601,930.00	-9,030.00	-7,830.92
03/01/2026	593,400.00	600,476.00	-7,076.00	-5,964.72
03/01/2027	591,100.00	598,773.00	-7,673.00	-6,341.83
03/01/2028	592,450.00	596,821.00	-4,371.00	-3,422.68
03/01/2029	595,050.00	599,620.00	-4,570.00	-3,531.20
03/01/2030	591,850.00	597,045.50	-5,195.50	-3,976.94
03/01/2031	590,400.00	599,222.00	-8,822.00	-6,741.34
03/01/2032	591,000.00	596,025.00	-5,025.00	-3,706.53
03/01/2033	590,800.00	597,579.00	-6,779.00	-4,959.65
03/01/2034	594,800.00	598,759.50	-3,959.50	-2,817.83
03/01/2035	592,800.00	599,566.50	-6,766.50	-4,783.93
	7,661,450.00	7,750,422.28	-88,972.28	-72,107.91

Savings Summary

PV of savings from cash flow	-72,107.91
Plus: Refunding funds on hand	825.50
Net PV Savings	-71,282.41

SAVINGS

Town of Hilton Head Island, SC
General Obligation Refunding Bonds, Series 2020
Preliminary, Subject to Change

<i>Date</i>	<i>Prior Debt Service</i>	<i>Refunding Debt Service</i>	<i>Savings</i>	<i>Present Value to 12/02/2020 @ 2.3964890%</i>
03/01/2021	223,809.38	213,761.98	10,047.40	9,988.40
03/01/2022	1,187,618.76	1,155,497.50	32,121.26	31,832.99
03/01/2023	1,190,418.76	1,162,561.57	27,857.19	27,008.40
03/01/2024	1,562,468.76	1,535,288.00	27,180.76	25,973.56
03/01/2025	1,563,293.76	1,537,925.00	25,368.76	23,633.46
03/01/2026	1,566,287.50	1,534,896.00	31,391.50	28,291.81
03/01/2027	1,564,412.50	1,536,325.50	28,087.00	24,709.55
03/01/2028	1,560,137.50	1,527,116.00	33,021.50	28,203.97
03/01/2029	1,565,112.50	1,532,462.50	32,650.00	27,134.51
03/01/2030	591,850.00	597,045.50	-5,195.50	-3,976.94
03/01/2031	590,400.00	599,222.00	-8,822.00	-6,741.34
03/01/2032	591,000.00	596,025.00	-5,025.00	-3,706.53
03/01/2033	590,800.00	597,579.00	-6,779.00	-4,959.65
03/01/2034	594,800.00	598,759.50	-3,959.50	-2,817.83
03/01/2035	592,800.00	599,566.50	-6,766.50	-4,783.93
	15,535,209.42	15,324,031.55	211,177.87	199,790.43

Savings Summary

PV of savings from cash flow	199,790.43
Plus: Refunding funds on hand	3,390.62
Net PV Savings	203,181.05

SOURCES AND USES OF FUNDS

Town of Hilton Head Island, SC General Obligation Refunding Bonds, Series 2020 *Preliminary, Subject to Change*

Sources:	<i>Current Refunding of Series 2011A</i>	<i>Advance Refunding of Series 2013A</i>	<i>Total</i>
Bond Proceeds:			
Par Amount	6,925,000.00	6,270,000.00	13,195,000.00
	6,925,000.00	6,270,000.00	13,195,000.00
Uses:	<i>Current Refunding of Series 2011A</i>	<i>Advance Refunding of Series 2013A</i>	<i>Total</i>
Refunding Escrow Deposits:			
Cash Deposit	6,778,109.38	6,138,500.00	12,916,609.38
Delivery Date Expenses:			
Cost of Issuance	144,325.50	130,674.50	275,000.00
Other Uses of Funds:			
Additional Proceeds	2,565.12	825.50	3,390.62
	6,925,000.00	6,270,000.00	13,195,000.00

BOND PRICING

Town of Hilton Head Island, SC Current Refunding of Series 2011A

<i>Bond Component</i>	<i>Maturity Date</i>	<i>Amount</i>	<i>Rate</i>	<i>Yield</i>	<i>Price</i>
Capital One BQ Rates 1Jul2020:					
	03/01/2021	70,000	1.950%	1.950%	100.000
	03/01/2022	795,000	1.950%	1.950%	100.000
	03/01/2023	815,000	1.950%	1.950%	100.000
	03/01/2024	835,000	1.950%	1.950%	100.000
	03/01/2025	850,000	1.950%	1.950%	100.000
	03/01/2026	865,000	1.950%	1.950%	100.000
	03/01/2027	885,000	1.950%	1.950%	100.000
	03/01/2028	895,000	1.950%	1.950%	100.000
	03/01/2029	915,000	1.950%	1.950%	100.000
		6,925,000			

Dated Date	12/02/2020	
Delivery Date	12/02/2020	
First Coupon	03/01/2021	
Par Amount	6,925,000.00	
Original Issue Discount		
Production	6,925,000.00	100.000000%
Underwriter's Discount		
Purchase Price	6,925,000.00	100.000000%
Accrued Interest		
Net Proceeds	6,925,000.00	

BOND PRICING

Town of Hilton Head Island, SC Advance Refunding of Series 2013A

<i>Bond Component</i>	<i>Maturity Date</i>	<i>Amount</i>	<i>Rate</i>	<i>Yield</i>	<i>Price</i>
Capital One Cinderella Rates 1jul2020:					
	03/01/2021	60,000		2.614%	100.000
	03/01/2022	25,000		2.614%	100.000
	03/01/2023	40,000		2.614%	100.000
	03/01/2024	445,000		2.614%	100.000
	03/01/2025	460,000		2.614%	100.000
	03/01/2026	470,000		2.614%	100.000
	03/01/2027	480,000		2.614%	100.000
	03/01/2028	490,000		2.614%	100.000
	03/01/2029	505,000		2.614%	100.000
	03/01/2030	515,000		2.614%	100.000
	03/01/2031	530,000		2.614%	100.000
	03/01/2032	540,000		2.614%	100.000
	03/01/2033	555,000		2.614%	100.000
	03/01/2034	570,000		2.614%	100.000
	03/01/2035	585,000		2.614%	100.000
		6,270,000			

Dated Date	12/02/2020		
Delivery Date	12/02/2020		
First Coupon	03/01/2021		
Par Amount	6,270,000.00		
Original Issue Discount			
Production	6,270,000.00	100.000000%	
Underwriter's Discount			
Purchase Price	6,270,000.00	100.000000%	
Accrued Interest			
Net Proceeds	6,270,000.00		

BOND SUMMARY STATISTICS**Town of Hilton Head Island, SC
Current Refunding of Series 2011A**

Dated Date	12/02/2020
Delivery Date	12/02/2020
First Coupon	03/01/2021
Last Maturity	03/01/2029
Arbitrage Yield	2.396489%
True Interest Cost (TIC)	1.950261%
Net Interest Cost (NIC)	1.950000%
All-In TIC	2.418506%
Average Coupon	1.950000%
Average Life (years)	4.803
Weighted Average Maturity (years)	4.803
Duration of Issue (years)	4.560
Par Amount	6,925,000.00
Bond Proceeds	6,925,000.00
Total Interest	648,609.27
Net Interest	648,609.27
Total Debt Service	7,573,609.27
Maximum Annual Debt Service	937,552.50
Average Annual Debt Service	918,322.44
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

<i>Bond Component</i>	<i>Par Value</i>	<i>Price</i>	<i>Average Coupon</i>	<i>Average Life</i>
Capital One BQ Rates 1Jul2020	6,925,000.00	100.000	1.950%	4.803
	6,925,000.00			4.803

	TIC	All-In TIC	Arbitrage Yield
Par Value	6,925,000.00	6,925,000.00	6,925,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		-144,325.50	
- Other Amounts			
Target Value	6,925,000.00	6,780,674.50	6,925,000.00
Target Date	12/02/2020	12/02/2020	12/02/2020
Yield	1.950261%	2.418506%	2.396489%

BOND SUMMARY STATISTICS**Town of Hilton Head Island, SC
Advance Refunding of Series 2013A**

Dated Date	12/02/2020
Delivery Date	12/02/2020
First Coupon	03/01/2021
Last Maturity	03/01/2035
Arbitrage Yield	2.396489%
True Interest Cost (TIC)	2.678888%
Net Interest Cost (NIC)	2.659517%
All-In TIC	2.954652%
Average Coupon	2.659517%
Average Life (years)	8.878
Weighted Average Maturity (years)	8.878
Duration of Issue (years)	7.766
Par Amount	6,270,000.00
Bond Proceeds	6,270,000.00
Total Interest	1,480,422.28
Net Interest	1,480,422.28
Total Debt Service	7,750,422.28
Maximum Annual Debt Service	601,930.00
Average Annual Debt Service	543,995.32
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

<i>Bond Component</i>	<i>Par Value</i>	<i>Price</i>	<i>Average Coupon</i>	<i>Average Life</i>
Capital One Cinderella Rates 1jul2020	6,270,000.00	100.000	2.660%	8.878
	6,270,000.00			8.878

	<i>TIC</i>	<i>All-In TIC</i>	<i>Arbitrage Yield</i>
Par Value	6,270,000.00	6,270,000.00	6,270,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		-130,674.50	
- Other Amounts			
Target Value	6,270,000.00	6,139,325.50	6,270,000.00
Target Date	12/02/2020	12/02/2020	12/02/2020
Yield	2.678888%	2.954652%	2.396489%

BOND SUMMARY STATISTICS

Town of Hilton Head Island, SC
General Obligation Refunding Bonds, Series 2020
Preliminary, Subject to Change

Dated Date	12/02/2020
Delivery Date	12/02/2020
First Coupon	03/01/2021
Last Maturity	03/01/2035
Arbitrage Yield	2.396489%
True Interest Cost (TIC)	2.396489%
Net Interest Cost (NIC)	2.394131%
All-In TIC	2.746061%
Average Coupon	2.394131%
Average Life (years)	6.739
Weighted Average Maturity (years)	6.739
Duration of Issue (years)	6.124
Par Amount	13,195,000.00
Bond Proceeds	13,195,000.00
Total Interest	2,129,031.55
Net Interest	2,129,031.55
Total Debt Service	15,324,031.55
Maximum Annual Debt Service	1,537,925.00
Average Annual Debt Service	1,075,580.30
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

<i>Bond Component</i>	<i>Par Value</i>	<i>Price</i>	<i>Average Coupon</i>	<i>Average Life</i>
Capital One BQ Rates 1Jul2020	6,925,000.00	100.000	1.950%	4.803
Capital One Cinderella Rates 1jul2020	6,270,000.00	100.000	2.660%	8.878
	13,195,000.00			6.739

	TIC	All-In TIC	Arbitrage Yield
Par Value	13,195,000.00	13,195,000.00	13,195,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		-275,000.00	
- Other Amounts			
Target Value	13,195,000.00	12,920,000.00	13,195,000.00
Target Date	12/02/2020	12/02/2020	12/02/2020
Yield	2.396489%	2.746061%	2.396489%

DETAILED BOND DEBT SERVICE**Town of Hilton Head Island, SC
Current Refunding of Series 2011A****Capital One BQ Rates 1Jul2020 (SERIAL)**

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
03/01/2021	70,000	1.950%	33,384.27	103,384.27	103,384.27
09/01/2021			66,836.25	66,836.25	
03/01/2022	795,000	1.950%	66,836.25	861,836.25	928,672.50
09/01/2022			59,085.00	59,085.00	
03/01/2023	815,000	1.950%	59,085.00	874,085.00	933,170.00
09/01/2023			51,138.75	51,138.75	
03/01/2024	835,000	1.950%	51,138.75	886,138.75	937,277.50
09/01/2024			42,997.50	42,997.50	
03/01/2025	850,000	1.950%	42,997.50	892,997.50	935,995.00
09/01/2025			34,710.00	34,710.00	
03/01/2026	865,000	1.950%	34,710.00	899,710.00	934,420.00
09/01/2026			26,276.25	26,276.25	
03/01/2027	885,000	1.950%	26,276.25	911,276.25	937,552.50
09/01/2027			17,647.50	17,647.50	
03/01/2028	895,000	1.950%	17,647.50	912,647.50	930,295.00
09/01/2028			8,921.25	8,921.25	
03/01/2029	915,000	1.950%	8,921.25	923,921.25	932,842.50
	6,925,000		648,609.27	7,573,609.27	7,573,609.27

DETAILED BOND DEBT SERVICE**Town of Hilton Head Island, SC
Advance Refunding of Series 2013A****Capital One Cinderella Rates 1jul2020 (CINDEREL)**

<i>Period Ending</i>	<i>Principal</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
03/01/2021	60,000	50,377.71	110,377.71	110,377.71
09/01/2021		100,912.50	100,912.50	
03/01/2022	25,000	100,912.50	125,912.50	226,825.00
09/01/2022		100,506.25	100,506.25	
03/01/2023	40,000	88,885.32	128,885.32	229,391.57
09/01/2023		76,505.25	76,505.25	
03/01/2024	445,000	76,505.25	521,505.25	598,010.50
09/01/2024		70,965.00	70,965.00	
03/01/2025	460,000	70,965.00	530,965.00	601,930.00
09/01/2025		65,238.00	65,238.00	
03/01/2026	470,000	65,238.00	535,238.00	600,476.00
09/01/2026		59,386.50	59,386.50	
03/01/2027	480,000	59,386.50	539,386.50	598,773.00
09/01/2027		53,410.50	53,410.50	
03/01/2028	490,000	53,410.50	543,410.50	596,821.00
09/01/2028		47,310.00	47,310.00	
03/01/2029	505,000	47,310.00	552,310.00	599,620.00
09/01/2029		41,022.75	41,022.75	
03/01/2030	515,000	41,022.75	556,022.75	597,045.50
09/01/2030		34,611.00	34,611.00	
03/01/2031	530,000	34,611.00	564,611.00	599,222.00
09/01/2031		28,012.50	28,012.50	
03/01/2032	540,000	28,012.50	568,012.50	596,025.00
09/01/2032		21,289.50	21,289.50	
03/01/2033	555,000	21,289.50	576,289.50	597,579.00
09/01/2033		14,379.75	14,379.75	
03/01/2034	570,000	14,379.75	584,379.75	598,759.50
09/01/2034		7,283.25	7,283.25	
03/01/2035	585,000	7,283.25	592,283.25	599,566.50
	6,270,000	1,480,422.28	7,750,422.28	7,750,422.28

Bond Variable Rate Table

<i>Begin Date</i>	<i>End Date</i>	<i>Interest Rate</i>
12/02/2020	12/02/2022	3.250%
12/02/2022	03/01/2035	2.490%

DETAILED BOND DEBT SERVICE**Town of Hilton Head Island, SC
Current Refunding of Series 2011A****Capital One BQ Rates 1Jul2020 (SERIAL)**

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
03/01/2021	70,000	1.950%	33,384.27	103,384.27	103,384.27
09/01/2021			66,836.25	66,836.25	
03/01/2022	795,000	1.950%	66,836.25	861,836.25	928,672.50
09/01/2022			59,085.00	59,085.00	
03/01/2023	815,000	1.950%	59,085.00	874,085.00	933,170.00
09/01/2023			51,138.75	51,138.75	
03/01/2024	835,000	1.950%	51,138.75	886,138.75	937,277.50
09/01/2024			42,997.50	42,997.50	
03/01/2025	850,000	1.950%	42,997.50	892,997.50	935,995.00
09/01/2025			34,710.00	34,710.00	
03/01/2026	865,000	1.950%	34,710.00	899,710.00	934,420.00
09/01/2026			26,276.25	26,276.25	
03/01/2027	885,000	1.950%	26,276.25	911,276.25	937,552.50
09/01/2027			17,647.50	17,647.50	
03/01/2028	895,000	1.950%	17,647.50	912,647.50	930,295.00
09/01/2028			8,921.25	8,921.25	
03/01/2029	915,000	1.950%	8,921.25	923,921.25	932,842.50
	6,925,000		648,609.27	7,573,609.27	7,573,609.27

DETAILED BOND DEBT SERVICE**Town of Hilton Head Island, SC
Advance Refunding of Series 2013A****Capital One Cinderella Rates 1jul2020 (CINDEREL)**

<i>Period Ending</i>	<i>Principal</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>
03/01/2021	60,000	50,377.71	110,377.71	110,377.71
09/01/2021		100,912.50	100,912.50	
03/01/2022	25,000	100,912.50	125,912.50	226,825.00
09/01/2022		100,506.25	100,506.25	
03/01/2023	40,000	88,885.32	128,885.32	229,391.57
09/01/2023		76,505.25	76,505.25	
03/01/2024	445,000	76,505.25	521,505.25	598,010.50
09/01/2024		70,965.00	70,965.00	
03/01/2025	460,000	70,965.00	530,965.00	601,930.00
09/01/2025		65,238.00	65,238.00	
03/01/2026	470,000	65,238.00	535,238.00	600,476.00
09/01/2026		59,386.50	59,386.50	
03/01/2027	480,000	59,386.50	539,386.50	598,773.00
09/01/2027		53,410.50	53,410.50	
03/01/2028	490,000	53,410.50	543,410.50	596,821.00
09/01/2028		47,310.00	47,310.00	
03/01/2029	505,000	47,310.00	552,310.00	599,620.00
09/01/2029		41,022.75	41,022.75	
03/01/2030	515,000	41,022.75	556,022.75	597,045.50
09/01/2030		34,611.00	34,611.00	
03/01/2031	530,000	34,611.00	564,611.00	599,222.00
09/01/2031		28,012.50	28,012.50	
03/01/2032	540,000	28,012.50	568,012.50	596,025.00
09/01/2032		21,289.50	21,289.50	
03/01/2033	555,000	21,289.50	576,289.50	597,579.00
09/01/2033		14,379.75	14,379.75	
03/01/2034	570,000	14,379.75	584,379.75	598,759.50
09/01/2034		7,283.25	7,283.25	
03/01/2035	585,000	7,283.25	592,283.25	599,566.50
	6,270,000	1,480,422.28	7,750,422.28	7,750,422.28

Bond Variable Rate Table

<i>Begin Date</i>	<i>End Date</i>	<i>Interest Rate</i>
12/02/2020	12/02/2022	3.250%
12/02/2022	03/01/2035	2.490%



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Joshua A. Gruber, *Assistant Town Manager*
FROM: Shawn Colin, *AICP, Director of Community Development*
CC: Scott Liggett, *Director of Public Projects and Facilities*
CC: John Troyer, *Director of Finance*
CC: Jennifer Ray, *ASLA, Deputy Director of Community Development*
DATE: August 20, 2020
SUBJECT: Recommendations for Park Planning, Programming, Funding and Implementation

Recommendation:

Staff recommends Town Council adopt a resolution supporting the path forward for parks and recreation planning and implementation including identification of funding sources.

Summary:

Approval of the resolution will allow staff to execute the next steps in planning for parks and recreation improvements, identify and implement phase 1 of the Chaplin Linear Park, and finalize and implement the Shelter Cove Connectivity project.

Background:

In August 2019 the Town hired Lose Design to prepare a Parks and Recreation Master Plan for Hilton Head Island. After an extensive community engagement period and professional assessment, Part 1 of the Master Plan was presented to the Parks and Recreation Commission. Part 1 which will be incorporated into the Comprehensive Plan includes recommendations for improvements to existing parks as well as recommendations for new park construction. The path forward for Parts 2-4 is outlined in the attachments (Parks and Recreation Master Plan Summary and Process).

When the TIF district was established Chaplin Linear Park was scheduled third in the sequence of implementation with USCB Hospitality Management Facility and Lowcountry Celebration Park. Remaining TIF funds should be applied to development of phase 1 of the Chaplin Linear Park before the TIF expires in December 2024.

Staff completed a concept for the Shelter Cove Connectivity Project with additional parking and park improvements in the Shelter Cove area to include improved pathway enhancements and boardwalk connections along the marsh-front of Broad Creek and along Shelter Cove Lane, additional parking, improved view shed to Broad Creek, additional public art locations, and gateway, directional, and interpretive signage.

Attachments:

Parks and Recreation Master Plan Summary

Parks and Recreation Master Plan Process

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA AUTHORIZING STAFF TO MOVE FORWARD WITH RECOMMENDATIONS PER THE PARKS AND RECREATION MASTER PLAN, CHAPLIN LINEAR PARK, AND THE SHELTER COVE CONNECTIVITY PROJECT

WHEREAS, the Town of Hilton Head Island’s consultant, Lose Design, has prepared a Parks and Recreation Master Plan Part 1 including recommendations for new parks and recreation facilities and improvements to existing parks and recreation facilities; and

WHEREAS, the Town of Hilton Head Island desires to prioritize the consultant’s recommendations and develop a program and site specific plans for park development and improvements; and

WHEREAS, the Town of Hilton Head Island desires to refine plans for the Chaplin Linear Park and use the remaining approved TIF funds for implementation of phase 1 before expiration of the TIF in December 2024; and

WHEREAS, the Town of Hilton Head Island desires to make pathway enhancements and parking improvements as part of the Shelter Cove Connectivity project and put funding in place for implementation.

NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT the Town Manager is authorized to move forward with implementation of parks and recreation planning and development including identification of funding sources.

MOVED, APPROVED, AND ADOPTED ON THIS 15TH DAY OF SEPTEMBER 2020.

John J. McCann, Mayor

ATTEST:

Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

Curtis Coltrane, Town Attorney

Introduced by Council Member: _____



Town of Hilton Head Island
Parks and Recreation Master Plan

Staff Summary
June 29, 2020

Lose Design, the consultant hired by the Town to prepare a parks and recreation master plan, delivered a report that evaluated the Town's public parks and recreation system, which includes recommendations designed to increase the level of service across the community over the next ten years. Their report, "Parks and Recreation Master Plan, Part 1", includes budget, staffing, maintenance, and needs assessments, with a gap analysis. The process involved extensive community input gathered through a variety of methods including stakeholder interviews, focus group meetings, open houses, and a community input survey. It also included input from the Parks and Recreation Task Group and the Parks and Recreation Commission.

This document, called a "master plan", is a technical document. The content is comprised of data analysis and assessment with recommendations. While the report is a good start, it is not the end, but rather part of a larger process to plan for and implement changes to the Island's parks and recreation system, including facilities, programs, and operations.

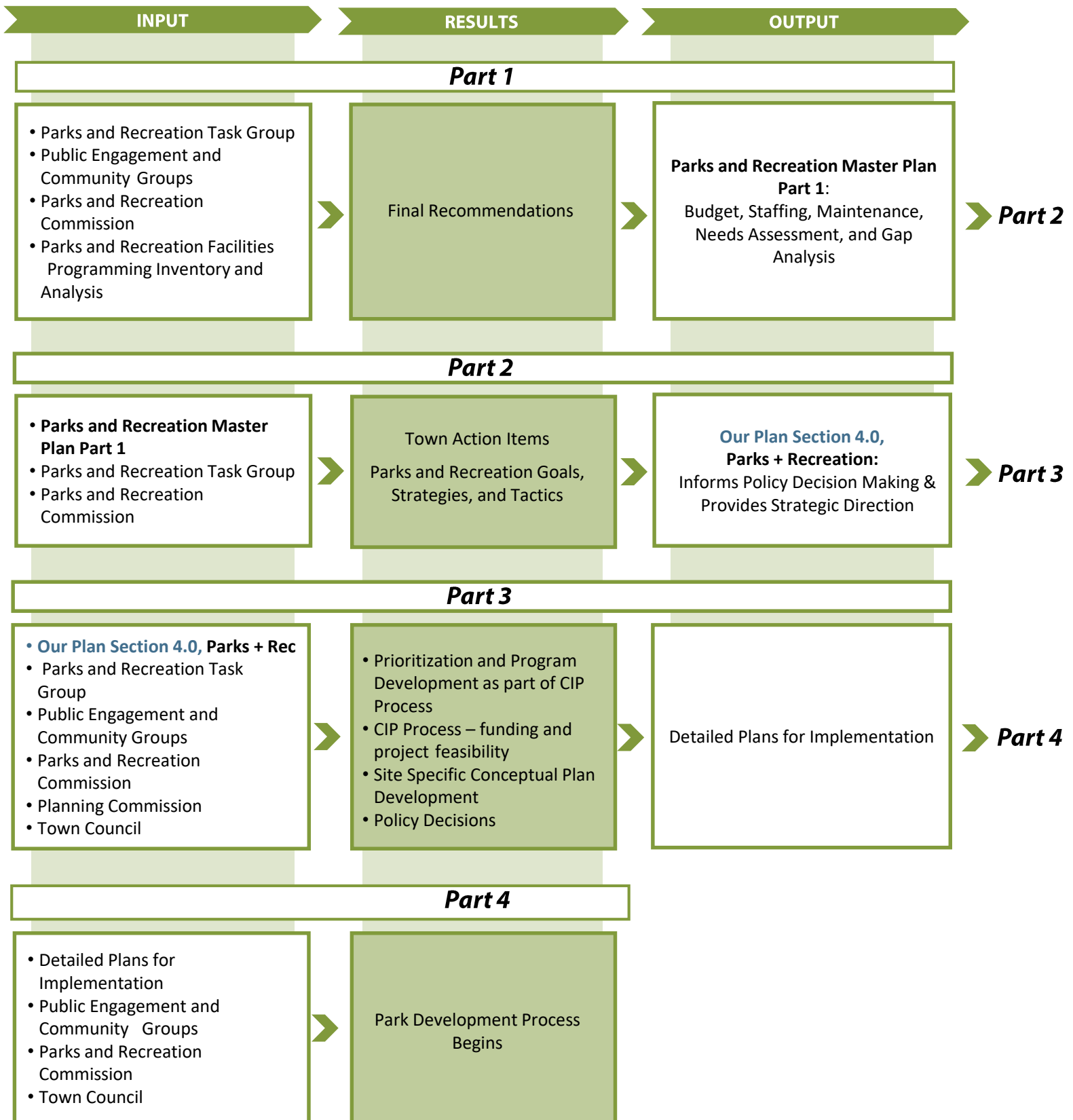
The plan provided by Lose Design comprises *Part 1* of the Town's overarching effort for the parks and recreation system. It provides a foundation that is integral to taking the next steps toward progress for parks and recreation. *Part 2* will utilize and incorporate this information into *Our Plan Section 4.0 Parks + Recreation*, which will guide recreation planning and policy direction for the Town of Hilton Head Island. *Part 2*, with input from the Task Group and the Parks and Recreation Commission, will result in Action Items for the Town as well as Goals, Strategies, and Tactics specific to parks and recreation on the Island.

Our Plan will serve as a foundation for *Part 3*, which will include prioritization of recommendations, program development for specific sites, funding and feasibility analysis, and development of conceptual site plans. *Part 3* will also include extensive community input, recommendations from the Parks and Recreation Commission and Planning Commission, and will guide policy decisions to be made by Town Council. *Part 4* includes the implementation process. Exhibit A, attached, provides a closer look at the break-down of the four parts comprising the Parks and Recreation Master Plan for the Town.

This process and its outcomes will result in the Town of Hilton Head Island being recognized for best-in-class parks and recreation through a diversity of recreational, arts, and quality of life offerings for all island residents and visitors.

Staff joins Lose Design in thanking our elected officials, board members, commissioners, staff, and citizens who participated in the development of *Part 1* of the Master Plan, and look forward to continued participation as we move forward through the other phases toward implementation.

Parks and Recreation Master Plan Process





TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA-CM, *Town Manager*
VIA: Shawn Colin, *Director of Community Development*
VIA: Jennifer Ray, *Deputy Director of Community Development*
FROM: Marcy Benson, *Senior Grants Administrator*
DATE: August 26, 2020
SUBJECT: HUD/CDBG Entitlement Program 2019 CAPER

Recommendation:

Staff requests approval by resolution of the attached program year 2019 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.

Summary:

The 2019 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 2019 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, 2020.

Background:

In 2015 the Town of Hilton Head Island began participating in the HUD CDBG Entitlement Program. The HUD-required 2019 One Year Action Plan was approved by HUD in July 2019. 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 2015 – 2019 Five Year Consolidated Plan and the 2019 Annual Action Plan.

The CAPER was released to the public on August 10, 2020 for a 15 day public comment period. At the close of the 15 day public comment on August 25, 2020 no public comments were received. A summary of comments received is included in the CAPER.

Approval of the CAPER at the September 15, 2020 Town Council meeting will allow the report to be submitted by the September 28, 2020 HUD deadline.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2019 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

WHEREAS, in July 2019 the Town of Hilton Head Island Community Development Block Grant (CDBG) One Year Annual Action Plan for program year 2019 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 2019 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 2019 CAPER by conducting a 15 day comment period to solicit citizen input and review for the 2019 CAPER; and

WHEREAS, the Town Manager is authorized to submit the 2019 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 2019 CAPER as submitted in the attachment to this resolution be approved and submitted to HUD.

MOVED, APPROVED, AND ADOPTED ON THIS 15TH DAY OF SEPTEMBER, 2020.

John J. McCann, Mayor

ATTEST:

Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

Curtis Coltrane, Town Attorney

Introduced by Council Member: _____

Town of Hilton Head Island
2019
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 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 fifth year of the 2015 – 2019 Consolidated Plan. The Town of Hilton Head Island CDBG allocation for 2019 was \$236,013 and there was \$320,592.11 in unexpended funds from previous program years. This equals \$556,605.11 in total CDBG funds available in 2019.

Administrative and Planning Activities:

The 2019 Annual Action Plan was submitted to HUD in June 2019. In July 2019 the Town of Hilton Head Island was notified the 2019 Annual Action Plan was approved and a grant agreement for 2019 was executed. Eleven activities were conducted from August 2019 through March 2020 related to public notice requirements for the Consolidated Plan substantial amendment; the 2018 Annual Action Plan substantial amendment; the 2018 Boys & Girls Club pavilion project environmental review; the 2019 Rowing & Sailing Center at Squire Pope Community Park playground and parking expansion project environmental review; and the 2020 Consolidated Plan.

Non-Housing Community Development Activities:

The Boys & Girls Club of Hilton Head Island pavilion project is funded with \$200,000 of 2018 CDBG program year dollars. The project design and permitting has been completed and the invitation to bid process has started. A construction contract is anticipated in the autumn of 2020. A total of \$23,439.33 has been expended for project design services. The Rowing and Sailing Center at Squire Pope Community Park playground and parking expansion project is funded with 2019 CDBG program year dollars. The parking expansion portion of this project is nearing close-out and \$76,635.43 of 2019 CDBG program funds have been allocated for this portion of the project. The playground equipment for this project has been ordered and shipment is scheduled for late July 2020. The playground equipment and installation contract was executed in June 2020 and \$78,688.65 of 2019 CDBG program funds have been allocated for this portion of the project. The expenditure delays were due to the effects of the COVID-19 pandemic.

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
Blazing Star Lane Paving	Non-Housing Community Development	CDBG: \$179,937	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30	30	100%	30	30	100%
Development of Consolidated Plan	Administrative and Planning	CDBG: \$22,410	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	37,099	37,099	100%	37,099	37,099	100%
Rhiner Drive Paving	Non-Housing Community Development	CDBG: \$196,123	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	20	100%	20	20	100%

Public Facilities & Improvements 3: Island Recreation Center	Non-Housing Community Development	CDBG: \$111,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,622	3,622	100%	3,622	3,622	100%
Public Facilities & Improvements 4: Boys & Girls Club of Hilton Head Island	Non-Housing Community Development	CDBG: \$200,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	492	0	11%	492	0	11%
Public Facilities & Improvements 5: Rowing & Sailing Center at Squire Pope Community Park	Non-Housing Community Development	CDBG: \$236,013	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,622	0	0.00%	3,622	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 of Hilton Head Island has used CDBG funds to address priority needs identified in the 2015 – 2019 Consolidated Plan and 2019 Annual Action Plan. Funds are being used for the needs listed at a high priority level , which include public facilities and improvements and administrative and planning. During program year 2019 CDBG funds expended for administrative and planning for the 2018 project equaled \$1,800, and for the 2019 project equaled \$1,400.

The 2019 program year funds allocated for public facilities and improvements have not been expended, however contracts have been executed for the goods and services needed to carryout the 2019 Rowing & Sailing Center at Squire Pope Community Park playground and parking expansion project.

In November 2019 a substantial amendment to the 2015 -2019 Consolidated Plan was approved by HUD. This substantial amendment added the national objective of low and moderate income clientele category for activities which provide benefits to low and moderate income clients and added a second strategic plan goal in program year 2018 to reflect two projects to be implemented with 2018 CDBG funds. The Consolidated Plan substantial amendment was followed by a substantial amendment to the 2018 Annual Action Plan, which replaced the location specific Murray Avenue paving project with a pavilion project at the Boys & Girls Club of Hilton Head Island located at 151 Gumtree Road and a park project on Town owned property on Marshland Road. In addition to the amended projects listed in the 2018 Annual Action Plan, the 2017 unexpended funds in the amount of \$86,465 rolled over into the 2018 Annual Action Plan projects.

The Boys & Girls Club of Hilton Head Island pavilion project was allocated \$200,000 in 2018 CDBG program funds. The project design and permitting has been completed and the invitation to bid process has started. A construction contract is anticipated in the autumn of 2020. A total of \$23,439.33 has been expended for project design services.

Because the 2018 funded Boys & Girls Club of Hilton Head Island pavilion project and 2019 funded Rowing and Sailing Center at Squire Pope Community Park playground and parking expansion project are not complete at the time of this CAPER submittal the actual number of persons assisted is shown as zero in the table above.

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	2,361
Black or African American	647
Asian	33
American Indian or American Native	10
Native Hawaiian or Other Pacific Islander	0
Total	3,051
Hispanic	978
Not Hispanic	2,644

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

Narrative

The data represented in the table above for the Town of Hilton Head Island 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 571 for Census Tract 105.

According to the 2010 U.S. Census the total population of the Town of Hilton Head Island is 37,099. The population composition is as follows: 30,741 persons (82.9%) are White; 2,766 persons (7.5%) are Black or African American; 57 persons (0.2%) are American Indian or Alaska Native; 339 persons (0.9%) are Asian; 22 persons (0.1%) are Native Hawaiian and Other Pacific Islander; 2,713 persons (7.3%) are Some Other Race; and 451 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,861 persons which is 15.8% 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 table above represents 2010 U.S. Census population for the Town of Hilton Head Island Census Tract 105. This Census Tract is where a portion of the 2018 CDBG program funds were spent during the 2019 program year. The 2019 CDBG program funds are allocated for a project currently underway in this Census Tract, however the funds have not yet been expended for this project. The total population for Census Tract 105 is 3,622. The population composition for Census Tract 105 is as follows: 2,361 persons (65%) are White; 647 persons (18%) are Black or African American; 33 persons (0.9%) are Asian; 10 persons (0.02%) are American Indian or Alaska Native; and 0 persons (0.0%) are Native Hawaiian or Other Pacific Islander. The total Hispanic population of Census Tract 105 is comprised of 978 persons which is 27% 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	\$556,605.11	\$26,639.33

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 105	98	5%	Funds for infrastructure improvements in Census Tract 105, which meets LMI requirements.
Census Tract 108	0	0%	No CDBG funded projects were planned in Census Tract 108 for the 2019 program year.
Census Tract 110	0	0%	No CDBG funded projects were planned in Census Tract 110 for the 2019 program year.
Town-Wide	2	.5%	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 of Hilton Head Island during the 2019 program year included CDBG funds allocated to the Town from HUD for the 2017, 2018 and 2019 program years. The Boys & Girls Club of Hilton Head Island pavilion project is funded with \$200,000 of 2018 CDBG program year dollars. The project design and permitting has been completed and the invitation to bid process has started. A construction contract is anticipated in the autumn of 2020. A total of \$23,439.33 has been expended for project design services. The Rowing and Sailing Center at Squire Pope Community Park playground and parking expansion project is funded with 2019 CDBG program year dollars. The parking expansion portion of this project is nearing close-out and \$76,635.43 of 2019 CDBG program funds have been allocated for this portion of the project. The playground equipment for this project has been ordered and shipment is scheduled for late July 2020. The playground equipment and installation contract was executed in June 2020 and \$78,688.65 of 2019 CDBG program funds have been allocated for this portion of the project.

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 of Hilton Head Island resources may be used in combination to leverage project costs over the CDBG allocation amount.

DRAFT

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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
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	0	0

Table 6 – Number of Households Supported

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

In the fifth year (2019) of reporting on the 2015 – 2019 Consolidated Plan there was no goal to provide rental assistance, production of new units, rehabilitation of existing units or acquisition of existing units. These are not activities the Town of Hilton Head Island typically undertakes. 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.

The Analysis of Impediments to Fair Housing Choice prepared in 2016 by the Lowcountry Council of Governments on behalf of the Town of Hilton Head Island identified six (6) recommendations for policy updates related to affordable housing. Those recommendations

will be continually reviewed and implemented when possible.

In 2019 the Town of Hilton Head Island received a workforce housing strategic plan developed by Lisa Sturtevant & Associates and Clemson University. This plan identified workforce housing needs on Hilton Head Island, defines workforce housing, makes strategy recommendations and includes implementation steps and a workforce housing toolbox.

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	492	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

The Town of Hilton Head Island locates CDBG funded projects in Census Tracts which meet or exceed the 51% or higher low and moderate income population requirement established by HUD. The public infrastructure improvement listed in this 2019 CAPER for the Rowing and Sailing Center at Squire Pope Community Park is located in one of the three Census Tracts that meets this criteria. The public infrastructure improvement for the Boys & Girls Club of Hilton Head Island is located in one of the three Census Tracts that meets this criteria and serves a low and moderate income clientele greater than 51%, which is reflected in the table above.

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 point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were chronically homeless. It is important to note, since the Town of Hilton Head Island does not have any homeless shelters the figures reflected in the point in time count data pertain to homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Results of the 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 the reverse was indicated for Beaufort County. The lower count number for Beaufort County may be due to the area of the Lowcountry Continuum of Care being geographically smaller than the other three South Carolina continuums of care that participate in the annual point in time count process.

Addressing the emergency shelter and transitional housing needs of homeless persons

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

Helping 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 of Hilton Head Island continues to participate in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus of assisting residents of Beaufort County and serves as a forum for member organizations to

share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

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

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available specifically for the Town of Hilton Head Island from the Lowcountry Homeless Coalition, which is the regional Continuum of Care servicing the Town. There is the non-profit organization, Family Promise of Beaufort County, located in neighboring Bluffton, South Carolina. Family Promise of Beaufort County 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 in the program.

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

Actions taken to address the needs of public housing

The Town of Hilton Head Island does not own or operate any public housing developments or units and there is no future plan to own or operate public housing units. The Beaufort Housing Authority is the agency providing public housing to approximately 2,514 residents in Beaufort County, South Carolina. In the Town of Hilton Head Island the Beaufort Housing Authority operates 80 public housing units which provide housing to 193 family members at the Sandalwood Terrace Apartments. The Town of Hilton Head Island did not set any specific public housing goals in the 2015 – 2019 Consolidated Plan.

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, and community garden clubs.

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)

Affordable housing is encouraged through the Town of Hilton Head Island Comprehensive Plan. Building codes do not prevent the provision of affordable housing, but are necessary to providing housing standards for safety and habitability. An obstacle to producing affordable housing units is largely due to the high cost of property within the Town of Hilton Head Island. In 2019 the Town of Hilton Head Island received a workforce housing strategic plan developed by Lisa Sturtevant & Associates and Clemson University. This plan identified workforce housing needs on Hilton Head Island, defined workforce housing, made strategy recommendations and included implementation steps and a workforce housing toolbox. In response to the workforce housing strategic plan Town staff and the Town's Public Planning Committee developed a workforce housing policy and amendments to the Town's Land Management Ordinance which allows for workforce housing opportunities. The proposed amendments to the Land Management Ordinance outline incentives to promote development of workforce housing units.

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

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

The Town of Hilton Head Island will continue to coordinate efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments, and various State of South Carolina offices to carry out the priority needs listed in the Annual Action Plan.

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

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

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

affordable housing.

- In 2017 the Town of Hilton Head Island 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 of Hilton Head Island 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 of Hilton Head Island affordable housing strategy.
- In 2018 the Town of Hilton Head Island 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's Public Planning Committee developed a workforce housing policy and proposed amendments to the Town's Land Management Ordinance which allows for workforce housing opportunities. The proposed amendments to the Land Management Ordinance outline incentives to promote development of workforce housing units.

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 of Hilton Head Island Community Development 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 15 day public comment period for the 2019 CAPER was published in the newspaper with local circulation (The Island Packet) and posted at the Town of Hilton Head Island bullet board and website on Sunday, August 2, 2020. The 15 day public comment period began on Monday, August 10, 2020 and ended Tuesday, August 25, 2020. There were no comments received during the 15 day public comment period. A comment summary is attached to this CAPER. Following the public comment period the draft 2019 CAPER was presented at the virtual Town of Hilton Head Island Town Council meeting on September 15, 2020 for review and comment.

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 (2019) was the fifth year of the Town of Hilton Head Island 2015 – 2019 Consolidated Plan and the objectives in the plan to allocate CDBG funding for public improvement projects 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.

DRAFT

ATTACHMENTS

DRAFT



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 2019
 HILTON HEAD ISLAND , SC

DATE: 07-06-20
 TIME: 11:57
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	320,592.11
02 ENTITLEMENT GRANT	236,013.00
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)	556,605.11

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	23,439.33
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	23,439.33
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	3,200.00
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)	26,639.33
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	529,965.78

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	23,439.33
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	23,439.33
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: 2019 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	236,013.00
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)	236,013.00
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	3,200.00
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)	3,200.00
42 ENTITLEMENT GRANT	236,013.00
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)	236,013.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	1.36%



Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

U.S. Department of Housing and Urban Development

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043
(exp. 11/30/2018)

Disbursement Agency
HILTON HEAD, TOWN OF
1 TOWN CENTER COURT, HILTON HEAD ISLAND, SC 29928
57-0752325

Reporting Entity
HILTON HEAD, TOWN OF
1 TOWN CENTER COURT, HILTON HEAD ISLAND, SC 29928

Dollar Amount	\$26,639.33
Contact Person	Marcy Benson
Date Report Submitted	07/31/2020

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/19	6/30/20	CDB1	Community Devel Block Grants

Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

Part II: Contracts Awarded

Construction Contracts	
Total dollar amount of construction contracts awarded	\$155,324.08
Total dollar amount of contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	0%
Total number of Section 3 businesses receiving construction contracts	0
The minimum numerical goal for Section 3 construction opportunities is 10%.	

Non-Construction Contracts	
Total dollar amount of all non-construction contracts awarded	\$23,439.33
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	0%
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.

No	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
No	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
No	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.

The two construction and two non-construction contracts during the July 2019 - June 2020 reporting period were each under \$100,000 and no new persons needed to be hired to complete the covered contracts.



SAUL MARTINEZ NYT

Pets are housed at a shelter in Lake Worth, Fla., on Saturday in preparation for Hurricane Isaias.

FROM PAGE 1A
ISAIAS

Authorities in North Carolina ordered the evacuation, starting Saturday evening, of Ocracoke Island, which was slammed by last year's Hurricane Dorian. Meanwhile, officials in the Bahamas cleared people out of Abaco island who have been living in temporary structures since Dorian devastated the area, killing at least 70 people.

Isaias had maximum sustained winds of 75 miles per hour at 2 p.m. Eastern on Saturday afternoon, a slight decline from earlier in the day, the U.S. National Hurricane Center said. The storm was expected to drop from 4 to 8 inches of rain in the Bahamas and the Turks and Caicos Islands.

The center of the storm is expected to move over northern Andros Island in the next hours, on to Grand Bahama Island in the northwestern Bahamas later in the day then near the east coast of Florida overnight through Sunday. It is expected to weaken slowly late Monday.

Bahamian officials said they were concerned about a Category 1 storm hitting amid the coronavirus pandemic.

"The center of COVID-19 now is in Grand Bahama," the island's minister, Sen. Kwasi Thompson, told government-run ZNS Bahamas. "No one wanted to see a situation where we are now facing a hurricane."

Bahamian Prime Minister Hubert Minnis relaxed a coronavirus lockdown as a result of the storm, but imposed a 10 p.m. to 5 a.m. curfew.

He said supermarkets, pharmacies, gas stations and hardware stores would be open as long as weather permitted.

The Bahamas has reported more than 570 confirmed COVID-19 cases and at least 14 deaths. It recently barred travelers from the U.S. following a surge in cases after it reopened to international tourism.

Paula Miller, Mercy Corps director for the Bahamas, told The Associated Press that people on the island were still standing in line for gas on Saturday ahead of the storm.

The area was still recovering from Dorian, complicating preparations for this one.

"People are doing the best they can to prepare, but a lot of businesses still

have not fully repaired their roofs or their structures," she said. "Even a lower level storm could really set them back."

The storm has already been destructive in the Caribbean: On Thursday, while still a tropical storm, Isaias uprooted trees, destroyed crops and caused widespread flooding and small landslides in the Dominican Republic and Puerto Rico. One man died in the Dominican Republic, where more than 5,000 people were evacuated, hundreds of homes were damaged or destroyed and more than 130 communities were cut off by floodwaters. In Puerto Rico, the National Guard rescued at least 35 people from floodwaters that swept away one woman who remained missing.

As it moves now toward the southeast coast of Florida, a hurricane warning is in effect from Boca Raton to the Volusia-Flagler county line, which lies about 150 miles (240 kilometers) north. A hurricane watch was in effect from Hallendale Beach to south of Boca Raton. A hurricane warning means that hurricane conditions are expected somewhere within the area, and a watch means they are possible.

Florida has been a coronavirus hot spot in the United States in recent weeks, and the storm is upending some efforts to control the virus. State-run testing sites are closing in areas where the storm might hit because the sites are outdoor tents, which could topple in high winds.

DeSantis, the governor, said Saturday that 12 counties have adopted states of emergency, although no immediate evacuation orders have been given. He also said that hospitals are not being evacuated of coronavirus or other patients.

NOTICE OF 15 DAY PUBLIC COMMENT PERIOD

CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

Notice is hereby given that the Town of Hilton Head Island prepared a draft of its 2019 Consolidated Annual Performance Evaluation Report (CAPER) required by the U.S. Department of Housing and Urban Development (HUD) to assess progress carrying out its one year action plan for the HUD funded Community Development Block Grant (CDBG) Entitlement Program. The 2019 CAPER will be available for review and comment for 15 days beginning **Monday, August 10, 2020** through **Tuesday, August 25, 2020**. A copy of the 2019 CAPER will be available via the Town of Hilton Head Island website at: <https://hiltonheadislandsc.gov/> or via appointment at Town of Hilton Head Island town hall beginning **Monday, August 10, 2020**. Written comments on the 2019 CAPER are encouraged and may be submitted via the website link, or email to marcyb@hiltonheadislandsc.gov or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until **Tuesday, August 25, 2020**. A comment summary with responses will be posted for public access via the Town of Hilton Head Island website within 48 hours of the comment period closing date.

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Living The Seabrook Life
It's What You Make Of It!



The Seabrook's wood working shop has been revamped and boasts a new A/C, new tools and plenty of work space! We have many creative residents who build all sorts of things. The shop is equipped with a drill press, table saw, band saw, new Mitre saw, belt sander (one mounted and one portable) and a scroll saw. All residents have access.

COME BUILD WITH US AND LIVE THE SEABROOK LIFE!



For a private showing of available villas, call Joe Agee
843.686.0919 • jagee@theseabrook.com • theseabrook.com

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**Town of Hilton Head Island Website – Main Page
August 2, 2020
2019 CAPER Public Comment Period and Public Meeting Notice**

The screenshot shows the Town of Hilton Head Island website's main page. At the top, there is a navigation bar with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. Below this is a search bar and a link for E-Subscription Service. The main content area is dominated by a red banner for the 'Hilton Head Island COVID-19 Hub', which includes a sub-header about face coverings in commercial establishments. Below the banner are several news items and updates, including one about Tropical Storm Isaias and another about coronavirus updates. A video update from Town Manager Steve Riley is also featured. On the left side, there is a 'Major Initiatives' section and an 'E-Subscription Service' form. On the right side, there is a 'Meeting Calendar' and 'Upcoming Meetings' section, along with links to various town services and departments.

schedule a visit. [Learn more...](#)

- The classroom at Fire Rescue headquarters at 40 Summit Drive, and the fire stations and conference rooms remain closed to the public.

[View Additional Announcements and Reminders...](#)
[View our Frequently Asked Questions Page for more information...](#)

News Releases and Notices

Town of Hilton Head Island Parks and Offices to close Monday - 8/2/2020

Notice of 15 Day Public Comment Period Consolidated Annual Performance Evaluation Report (CAPER) - 8/2/2020

Playground and Pavilion at Rowing and Sailing Center at Squire Pope Community Park Will Be Closed Temporarily for Upgrades - 7/31/2020

Town receives \$1.7 Million in Accommodations Tax Payment for Fourth Quarter of Fiscal Year 2020 - 7/28/2020

Town of Hilton Head Island Allows Temporary Signs for Businesses - 7/27/2020

Town of Hilton Head Island 2021 Accommodations Tax Grant Applications and Grant Applicant Workshop - 7/24/2020

Fire Rescue responded to a report of a structure fire at 13 Harbourside Lane - 7/23/2020

Hilton Head Island Town Council Approves Funding Proposal to Submit to Beaufort County for Services - 7/22/2020

2020 Park and Recreation Month Highlighted with Video of Town's Adventure Playground Ship - 7/20/2020

Town of Hilton Head and water utilities encourage residents to "Take the Pledge" for water conservation - 7/20/2020

Notice of Candidacy Filing Procedures for Municipal General Election For the Town of Hilton Head Island - 7/2/2020

[View More News and Media Releases](#)

Recent Publications

Town receives \$1.7 Million in Accommodations Tax Payment for Fourth Quarter of Fiscal Year 2020 - 7/28/2020

Town of Hilton Head Island Allows Temporary Signs for Businesses - 7/27/2020

Town of Hilton Head Island 2021 Accommodations Tax Grant Applications and Grant Applicant Workshop - 7/24/2020

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Hilton Head Island Town Council Approves Funding Proposal to Submit to Beaufort County for Services - 7/22/2020

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Town of Hilton Head and water utilities encourage residents to "Take the Pledge" for water conservation - 7/20/2020

Notice of Candidacy Filing Procedures for Municipal General Election For the Town of Hilton Head Island - 7/2/2020

[View More News and Media Releases](#)

Recent Publications

Rally Sets Stage for More Community Engagement - July 2020
(Mayor McCann's Article as seen in Celebrate Hilton Head Magazine)

Choosing New Town Manager is Top Priority for Town Council - July 2020
(Mayor McCann's Article as seen in the Hilton Head Sun)

2019 Fire Rescue Annual Report




Town of Hilton Head Island Website
August 2, 2020
2018 CAPER Public Comment Period and Public Meeting Notice Page

The screenshot shows the Town of Hilton Head Island website. At the top, there is a navigation bar with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. Below this is a red banner for the "Hilton Head Island COVID-19 Hub" and an orange banner for "Individuals Required to Wear Face Coverings in Commercial Business Establishments". The main content area features a "Public Notice" section with the following text:

Public Notice Text Size: A A A

Notice of 15 Day Public Comment Period Consolidated Annual Performance Evaluation Report (CAPER)

Release Date: August 2, 2020

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

Notice is hereby given that the Town of Hilton Head Island prepared a draft of its 2019 Consolidated Annual Performance Evaluation Report (CAPER) required by the US Department of Housing and Urban Development (HUD) to assess progress carrying out its one-year action plan for the HUD funded Community Development Block Grant (CDBG) Entitlement Program. The 2019 CAPER will be available for review and comment for 15 days beginning **Monday, August 10, 2020** through **Tuesday, August 25, 2020**. A copy of the 2019 CAPER will be available via the Town of Hilton Head Island website at: <https://hiltonheadislandsc.gov> or via appointment at Town of Hilton Head Island town hall beginning **Monday, August 10, 2020**. Written comments on the 2019 CAPER are encouraged and may be submitted via the website link, or email to marcyb@hiltonheadislandsc.gov or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until **Tuesday, August 25, 2020**. A comment summary with responses will be posted for public access via the Town of Hilton Head Island website within 48 hours of the comment period closing date.

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At the bottom of the page, there is a footer with navigation links: Government - Online Services - Departments - Our Island - Public Safety - Publications - Contact Us - Home. Below that, it says: Town of Hilton Head Island - One Town Center Court, Hilton Head Island, South Carolina 29928 - (843) 341-4600. Employee Portal - Website Policies - Social Media Public Use Policy - Contact Webmaster.

**Town of Hilton Head Island Website
August 10, 2020 –Start of 15 Day Public Comment Period
2019 CAPER Notice Page with Document Linked for Comments**

The screenshot shows the Town of Hilton Head Island website. At the top, there is a navigation bar with links for Employment Opportunities, Topic Index, and Contact Us. Below this is a search bar and a menu with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. A red banner reads "Hilton Head Island COVID-19 Hub", and a yellow banner below it says "Individuals Required to Wear Face Coverings in Commercial Business Establishments". The main content area is titled "Public Notice" and features a "Notice of 15 Day Public Comment Period Consolidated Annual Performance Evaluation Report (CAPER)". The notice includes the release date of August 2, 2020, and contact information for Marcy Benson, Senior Grants Administrator. The text of the notice states that the 2019 CAPER report is available for review and comment from Monday, August 10, 2020, to Tuesday, August 25, 2020. It also includes a disclaimer about non-discrimination and a link to "Submit a Comment Online".

Public Notice

Notice of 15 Day Public Comment Period Consolidated Annual Performance Evaluation Report (CAPER)

Release Date: August 2, 2020

Contact Information:
Marcy Benson III, Senior Grants Administrator, 843-341-4089

Notice is hereby given that the Town of Hilton Head Island prepared a draft of its 2019 Consolidated Annual Performance Evaluation Report (CAPER) required by the US Department of Housing and Urban Development (HUD) to assess progress carrying out its one year action plan for the HUD funded Community Development Block Grant (CDBG) Entitlement Program. The 2019 CAPER will be available for review and comment for 15 days beginning **Monday, August 10, 2020** through **Tuesday, August 25, 2020**. A copy of the 2019 CAPER will be available via the Town of Hilton Head Island website at: <https://hiltonheadislandsc.gov> or via appointment at Town of Hilton Head Island town hall beginning **Monday, August 10, 2020**. Written comments on the 2019 CAPER are encouraged and may be submitted via the website link, or email to marcyb@hiltonheadislandsc.gov or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until **Tuesday, August 25, 2020**. A comment summary with responses will be posted for public access via the Town of Hilton Head Island website within 48 hours of the comment period closing date.

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DRAFT - 2019 Consolidated Annual Performance Evaluation Report (CAPER) for the U.S. Department of Housing and Urban Development Community Development Block Grant Program (CDBG)

[Submit a Comment Online](#)

Benson Marcy

From: Phillips Rene
Sent: Sunday, August 02, 2020 12:37 PM
To: Benson Marcy
Subject: FW: Courtesy Copy: Consolidated Annual Performance Evaluation Report (CAPER)
Public Comment Period Notice

René Phillips, CGDSP, CIW

Website Administrator

Town of Hilton Head Island

One Town Center Court

Hilton Head Island, SC 29928

[843-341-4792](tel:843-341-4792)

www.hiltonheadislandsc.gov

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

From: Town of Hilton Head Island <updates@secure.hiltonheadislandsc.gov>

Date: 8/2/20 7:45 AM (GMT-05:00)

To: Grant Carolyn <carolyng@hiltonheadislandsc.gov>, Phillips Rene <renep@hiltonheadislandsc.gov>, Spinella Kelly <kellys@hiltonheadislandsc.gov>

Subject: Courtesy Copy: Consolidated Annual Performance Evaluation Report (CAPER) Public Comment Period Notice

This Message originated outside your organization.

This is a courtesy copy of an email bulletin sent by Rene Phillips.

This bulletin was sent to the following groups of people:

Subscribers of General Announcements or Legal Notices (6733 recipients)



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View this notice in its entirety at
<https://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1632>



www.hiltonheadislandsc.gov

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Benson Marcy

From: Phillips Rene
Sent: Monday, August 10, 2020 7:47 AM
To: Benson Marcy
Subject: FW: Courtesy Copy: Consolidated Annual Performance Evaluation Report (CAPER) Public Comment Period Notice

René Phillips, CGDSP, CIW
Website Administrator
Town of Hilton Head Island
One Town Center Court
Hilton Head Island, SC 29928
843-341-4792
www.hiltonheadislandsc.gov

From: Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]
Sent: Monday, August 10, 2020 7:46 AM
To: Spinella Kelly <kellys@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Phillips Rene <renep@hiltonheadislandsc.gov>
Subject: Courtesy Copy: Consolidated Annual Performance Evaluation Report (CAPER) Public Comment Period Notice

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This bulletin was sent to the following groups of people:

Subscribers of General Announcements or Legal Notices (6752 recipients)



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View the plan and submit comments online at
<https://services.hiltonheadislandsc.gov/publiccomment/>

View this notice in its entirety at
<https://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1632>



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Public Comment Summary
For the Town of Hilton Head Island
2019 Consolidated Annual Performance Evaluation Report
(CAPER)

Public Comments Received During 15 Day Comment Period (August 10 – August 25, 2020):

No Comments Received.

Public Comments Received at September 15, 2020 Town of Hilton Head Island Town Council Meeting:



MEMORANDUM

TO: Town Council

FROM: John Troyer, CPA, Director of Finance

VIA: Stephen G. Riley, ICMA-CM, Town Manager

DATE: September 2, 2020

RE: **First Reading of Proposed Ordinance No. 2020-22**

Recommendation:

Staff recommends Town Council approve the first reading of Proposed Ordinance No. 2020-22 which amends fiscal year 2021 budgets for amounts rolled forward from fiscal year 2020 for the General, Capital Project and Stormwater Funds.

Summary:

This budget ordinance amends these funds by rolling forward budgeted funds from the prior year that were not encumbered by the end of the fiscal year. A roll-forward item is a budget for a program, technology or project that for various reasons was not started or completed at June 30, 2020. The ordinance also appropriates funds for the land purchases already approved by Town Council and provides operating grants and planning money.

Background:

In the General Fund, Staff requests these departmental operating funds to be rolled to fiscal year 2021 to complete various projects and plans. Staff also requests a transfer from Public Safety to Parks and Recreation needs due to a cut in county funding, as well as new park responsibilities, and planning initiatives. Any General Fund budget remaining unused as of June 30, 2020 which is not specified in this proposed ordinance will not roll forward to fiscal year 2021 and will revert to the fund balance.

In the Capital Project Fund, once budgets are appropriated, they continue to roll forward until the project is complete. This proposed ordinance, however, includes new Capital Project Fund items for the purchase of two parcels on William Hilton Parkway in the Stoney Area, which were authorized in FY20 but not appropriated until the new fiscal year to correspond with the land purchase transaction date, as well as planning initiatives. Additionally, this budget ordinance allows for Electric Franchise Fee Fund Balance to be reserved as a substitute for the \$12 million beach emergency reserves in order to preserve reserves, as well as plan for the next beach renourishment project.

Stormwater Fund capital improvement project budgets also continue to roll forward until the project is complete. For Stormwater maintenance, repair, and inventory / modeling / mapping / master planning projects, Staff requests to carry forward unspent Stormwater appropriations to enable projects to be funded in the new year. Any remaining Stormwater Fund budget which is not specified in this proposed ordinance will lapse and revert to the fund balance.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO.

PROPOSED ORDINANCE NO. 2020-22

AN ORDINANCE TO AMEND THE BUDGET FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, FOR THE FISCAL YEAR ENDING JUNE 30, 2021; TO PROVIDE FOR THE BUDGETED APPROPRIATIONS OF PRIOR YEAR BUDGET ROLL-FORWARDS AND CERTAIN OTHER APPROPRIATIONS AND COMMITMENTS AND THE EXPENDITURES OF CERTAIN FUNDS; TO ALLOCATE THE SOURCES OF REVENUE FOR THE SAID FUNDS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Section 5-7-260 of the Code of Laws of South Carolina requires that a municipal council act by ordinance to adopt a budget and levy taxes, pursuant to public notice; and

WHEREAS, the Town Council did adopt the budget on June 16, 2020, and

WHEREAS, pursuant to the budget amendment policy as stated in the Town's annual budget document, the Town Council is desirous of amending the budget so as to provide for the budgeted appropriations of prior year budget **roll-forwards** and certain other appropriations and commitments from the Fund Balance and other revenue sources.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID TOWN COUNCIL:

Section 1 Amendment. The adopted 2021 fiscal year budget is amended to make the following changes as additions to the funds from prior years and to the projected revenue and expenditure accounts as detailed in Attachment A.

Section 2. Town Council expands the language of the \$12 million Beach Preservation Fee to be \$12 million in Beach Preservation Fees or Electric Franchise Fees to total \$12 million. The purpose of this Section is to continue to preserve the \$12 million for emergencies, but to allow Electric Franchise Fees to be a part of the total (as available) in order to minimize debt required for the next Beach Renourishment project.

Section 3 Severability. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4 Effective Date. This Ordinance shall be effective upon its enactment by the Town Council of the Town of Hilton Head Island.

ORDINANCE NO.

PROPOSED ORDINANCE NO. 2020-22

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

John McCann, Mayor

ATTEST:

Krista Wiedmeyer
Town Clerk

First Reading: _____
Second Reading: _____

APPROVED AS TO FORM:

Curtis Coltrane, Town Attorney

Introduced by Council Member:

ATTACHMENT A

Budget Roll Forwards: General Fund

<u>Account Description</u>	<u>Amount</u>
General Fund Revenues:	
Electric Franchise Fees	300,000
Funds from Prior Years	481,328
Total General Fund Revenue Budget Roll Forward	<u>781,328</u>
General Fund Expenditures:	
Town Council	
Town Council Initiatives - Our Plan - carry forward	49,566
Community Development	
Comprehensive Planning - carry forward	43,565
Development, Review and Zoning - carry forward	91,038
CD Services - carry forward	6,432
Inspection / Compliance - carry forward	14,227
	<u>155,262</u>
Public Projects and Facilities	
Facilities Management - carry forward for work delayed due to COVID-19	150,000
Fire Rescue	
Administration - carry forward	110,000
Operations - carry forward	16,500
	<u>126,500</u>
Public Safety	
Beaufort County - transfer from Public Safety to Parks and Recreation	(1,387,960)
Parks and Recreation	
Island Recreation Association - offset cut in County Funding	140,000
Port Royal Site - park clean up and restoration of open space	350,000
Lowcountry Celebration Park - implementation of new park maintenance contracts	175,000
Park Maintenance - new parks responsibilities taken over from County	722,960
	<u>1,387,960</u>
Townwide Grants	
Concours d' Elegance -- grant	100,000
Arts Center of Coastal Carolina -- grant	200,000
	<u>300,000</u>
Total General Fund Expenditure Budget Roll Forward	<u>781,328</u>

ATTACHMENT A, CONTINUED

Budget Roll Forwards: Capital Project Fund

<u>Account Description</u>	<u>Amount</u>
Capital Project Fund Revenues:	
Real Estate Transfer Fees from Prior Years for land purchase	1,450,000
Electric Franchise Fees from Prior Years	500,000
Total Capital Project Fund Revenue Budget Roll Forward	<u>1,950,000</u>
Capital Project Fund Expenditures:	
<u>Funded by Real Estate Transfer Fees:</u>	
Land Purchase - Two Parcels on William Hilton Parkway - Stoney Area	1,450,000
<u>Funded by Electric Franchise Fees:</u>	
Parks and Recreation planning initiative	500,000
Total Capital Project Fund Expenditure Budget Roll Forward	<u>1,950,000</u>

Capital Project Fund Balance Note:

Electric Franchise Fees Fund Balance:

Electric Franchise Fee Fund Balance will be reserved to supplement the \$12,000,000 Beach emergency reserves. This is being done to 1.) preserve reserves, and 2.) plan for the next beach renourishment project. The reserve will still total \$12 million.

Budget Roll Forwards: Stormwater Fund

<u>Account Description</u>	<u>Amount</u>
Stormwater Fund Revenues:	
Stormwater Utility Fees from Prior Years	1,338,331
Total Stormwater Fund Revenue Budget Roll Forward	<u>1,338,331</u>
Stormwater Fund Expenditures:	
Planned Unit Development Projects	905,645
Non-Planned Unit Development Projects	432,686
Total Stormwater Fund Expenditure Budget Roll Forward	<u>1,338,331</u>

Stormwater Fund Note:

This budget amendment is to carry forward unspent Stormwater appropriations to enable projects to be funded in the new year.

ATTACHMENT A, CONTINUED

The effects of this budget amendment for fiscal year 2021 are presented below.

	General Fund		Cap Proj Fund		Debt Service		Total Governmental Funds	
	Expenditures	Revenues & Transfers In	Expenditures, Transfers Out & Other Uses	Revenues & Transfers In & Other Sources	Expenditures, Transfers Out & Other Uses	Revenues & Transfers In	Expenditures, Transfers Out & Other Uses	Revenues & Transfers In & Other Sources
Original Balance	\$ 42,558,448	\$(42,895,082)	\$ 6,471,000	\$ (6,471,000)	\$ 21,500,000	\$(21,500,000)	\$ 70,529,448	\$ (70,866,082)
TC Initiative Roll	50,000	(50,000)	-	-	-	-	50,000	(50,000)
Revised Balance	\$ 42,608,448	\$(42,945,082)	\$ 6,471,000	\$ (6,471,000)	\$ 21,500,000	\$(21,500,000)	\$ 70,579,448	\$ (70,916,082)
Amendment	781,328	(781,328)	1,950,000	(1,950,000)	-	-	2,731,328	(2,731,328)
Current Balance	\$ 43,389,776	\$(43,726,410)	\$ 8,421,000	\$ (8,421,000)	\$ 21,500,000	\$(21,500,000)	\$ 73,310,776	\$ (73,647,410)

Enterprise Fund
Stormwater Fund

	Expenditures & Transfers Out	Revenues & Transfers In
Original Balance	\$ 5,450,000	\$(5,450,000)
Amendment	1,338,331	(1,338,331)
Current Balance	\$ 6,788,331	\$(6,788,331)

Madhere Erica

From: Wilson Eileen
Sent: Tuesday, July 14, 2020 2:09 PM
To: Madhere Erica; Troyer John; Boring Heidi
Subject: roll over requests from Community Development Department

Good afternoon,

Comprehensive Planning:

Please roll forward the **travel** - due to COVID-19 earlier this year, many conferences and training were cancelled and will need to be made up for in FY2021.

Consulting - The consulting we will use toward the mailings, signage, etc for both **Workforce Housing** and **the Historic Neighborhood Overlay**.

I will also need +/- \$50k out of the **Our Plan remainder**. The \$150,000.00 that was moved is sitting in the visioning budget. Account #10510820-55300-11103.

JR

FY2020

Comprehensive Planning Balances

Account #	Account	Approved Balance	\$ Spent to Date	Current Balance
11585520-53010	Travel	9,300	3,243	6,057
11585520-53020	Mtgs/Confs.			
11585520-53065	Training			
11585520-54010	Books/Subs/Dues			
11585520-53410	Printing & Publish.			
11585520-53350	Consulting	52,208	14,700	37,508

Total \$43,565

Development Review & Zoning:

Please roll forward the **travel** - due to COVID-19 earlier this year, many conferences and training were cancelled and will need to be made up for in FY2021.

Consulting - The Consulting we will use toward projects postponed. Plus approx.. \$12,000 will go to CIP project for surveying and for wetland delineation on Marshland property.

Printing & Publishing – for LMO Supplements for amendments approved by Town Council.

FY2020

Development Review & Zoning Balances

Account #	Account	Approved Balance	\$ Spent to Date	Current Balance
11585020-53010	Travel	10,350	4,080	6,270
11585020-53020	Mtgs/Confs.			
11585020-53065	Training			
11585020-54010	Books/Subs/Dues			
11585020-53410	Printing & Publish	39,588	4,145	35,443
11585020-53350	Consulting	49,829	505	49,325
11585020-54100	Tools & Equip			

Total \$91,038

CD Services

Please roll forward the **travel** and **training** - due to COVID-19 earlier this year, many conferences and training were cancelled and will need to be made up for in FY2021

FY2020

CD SERVICES

Account #	Account	Approved Balance	\$ Spent to Date	Current Balance
11585120-53010	Travel	4,340	1,032	3,308
11585120-53020	Mtgs/Confs.			
11585120-53065	Training	4,550	1,426	3,124
11585120-54010	Books/Subs/Dues			
11585120-53410	Printing & Publish.			

Total \$6,432

Inspections

Please roll forward the **travel** and **training** - due to COVID-19 earlier this year, many conferences and training were cancelled and will need to be made up for this year.

Printing & Publishing – for mandatory printing of the floodplain brochures.

FY2020

INSPECTION/COMPLIANCE

Account #	Account	Approved Balance	\$ Spent to Date	Current Balance
-----------	---------	------------------	------------------	-----------------

11582420-53010	Travel	12,545	3,900	8,645
11582420-53020	Mtgs/Confs.			
11582420-53065	Training	7,862	4,906	2,956
11582420-54010	Books/Subs/Dues			
11582420-53410	Printing & Pub	6,210	3,584	2,626
11582420-54230	Uniforms			
11582420-54770	Unsafe Mitigation			

Total \$14,227

Thank you and if you need anything else from our department, please let me know!

Eileen Wilson
 Senior Administrative Assistant
 Town of Hilton Head Island
 1 Town Center Court
 Hilton Head Island, SC 29928
 843-341-4691
eileenw@hiltonheadislandsc.gov
www.hiltonheadislandsc.gov



Madhere Erica

From: Troyer John
Sent: Monday, July 13, 2020 11:07 AM
To: Madhere Erica
Subject: FW: FY 21 Budget Carry Forward

Erica – please see below. This is to update our list.

Thanks,

John

From: Tadlock Brad
Sent: Monday, July 13, 2020 11:06 AM
To: Troyer John <johntr@hiltonheadislandsc.gov>
Cc: Fister Joheida <JoheidaF@hiltonheadislandsc.gov>; Nold Laura <lauran@hiltonheadislandsc.gov>; Blankenship Chris <ChrisB@hiltonheadislandsc.gov>; Tadlock Brad <BradT@hiltonheadislandsc.gov>
Subject: FY 21 Budget Carry Forward

John,

This email documents our discussion on July 10th related to the carryover funding from the FY20 budget needed in the FY 21 budget.

The following funding is requested to be carried forward to support project work / initiatives that could not be accomplished in FY20 due to the commitment of Fire Rescue's personnel in the planning and response to the COVID-19 pandemic, which is still on-going.

- \$30,000 – This funding is a reimbursement amount for the failed Tyler Technology staffing module. The funding was held for Fire Rescue to support the purchase of a staffing management program that can be migrated to MUNIS for payroll purposes.
- \$41,500 – Funding in the amount of \$16,500 for Learning Management System (LMS) from Account 12021020-54010-12012 and \$25,000 For Records Management Systems from Account 12029520-53700-12023.

The additional funds above those two amounts are needed to ensure the project can be completed and to pay for the first year maintenance fees which are typically included in the agreements when purchasing this type program.

- \$55,000 – Funding for on-going operating expenses for the Public Safety Systems Infrastructure Account (12029520 53418 12023).
- \$15,000 – This is the remaining funds in EM Capital budget for Fire Rescue. Request they be rolled forward to support potential purchases should the restrictions on spending be lifted by the Town Manager.

Please let us know if you have any questions.

Thank You,

Brad Tadlock
Fire Chief
Hilton Head Island Fire Rescue
40 Summit Drive
Hilton Head Island, SC 29926
O: (843) 682-5153
M: (843) 247-3743
bradt@hiltonheadislandsc.gov
www.hiltonheadislandsc.gov





Arts Center of Coastal Carolina
14 Shelter Cove Lane
Hilton Head Island, SC 29928
Main: 843.686.3945
www.artshhi.com

For almost 25 years, the Arts Center of Coastal Carolina has served the Lowcountry region and beyond as the largest arts organization with year-round arts programming. A winner of the Elizabeth O'Neill Verner Governor's Award, the Arts Center of Coastal Carolina is a 501(c)(3) non-profit organization that operates 360 days a year on Hilton Head Island. We produce year-round professional theatre while also presenting jazz, contemporary music, dance, comedy, literary lectures, and visual arts exhibitions. We also provide three free annual Community Festivals: Community Tree Lighting, A Taste of Gullah, and YouthArts. The Arts Center delivers extensive education services averaging nearly 13,000 annually.

In addition, we own and operate a 45,000-sf facility located on a 4.6-acre property. Our facility includes a 349 seat main stage theater, a 2,200-sf gallery, a black box theater/rehearsal hall, and a fully equipped art studio/classroom. Since 2010, the gallery has been home to the Art League of Hilton Head. The Island School Council for the Arts has kept its main office at the Arts Center since 2013. Other public spaces are used for events and meetings by our residents and community partners.

OUR COMMUNITY IMPACT

Our spaces support hundreds of community arts performances, programs, meetings, and activities **attended in FY19 by more than 62,000 patrons:** 21,375 from Hilton Head; 16,112 were from mainland Beaufort County, and 12,935 visitors from beyond 50 miles. The Arts Center provided 13,049 in-school and on-site education services for students, homeschoolers, special needs, teachers, and adults.

The Arts Center is our area's only year-round performing, arts education, and visual arts provider. Since opening in 1996, we have realized over 1.5 million attendees for all of our 4,262 performances and programs, including over 270,000 education programming participants.

As South Carolina's largest professional theater and 3rd largest arts organization, the Arts Center is a significant economic engine for Hilton Head Island businesses and residents. **For fiscal year 2019 alone, our total overall economic impact was \$13.8-million**, supporting 194.9 FTE jobs, generating \$4.8 million in household income, and providing \$959,000 in state and local tax revenues. **The Arts Center represents 35% of the total economic impact of all arts and culture on Hilton Head Island at \$39.1 million.***

**These numbers are based on the Town of Hilton Head Island Office of Cultural Affairs Americans for the Arts – Hilton Head Island Arts & Economic Prosperity 5 Calculator.*

OUR CHALLENGE

First, in March, we had \$255,000 in cash reserves. In April, we received \$427,000 in federal Paycheck Protection Program funds. We then fortunately received another \$400,000 bequest in July. These funds plus extensive cost cutting are helping to move us forward thus far, but these funds are finite and could soon be depleted despite placing over 70% of staff on furlough for 6 weeks starting July 13.

Since March 17, 2020 the Arts Center has been closed to the public. At that time, all of our income earning programs had to go on hiatus except for limited education programs we were able to convert to virtual, online classes and summer camps. Please note that due to the ongoing effects of COVID-19 and the government mandated shutdown, we had to cancel our annual major spring fundraising event. We then

had to cancel or postpone 2 theater productions and 5 presenting artists totaling 72 performances scheduled to run March through August.

For these program areas alone, we are currently projecting a total net income loss projected to be nearly \$500,000. This is the gap we are working to cover right now in order to move us forward as we are starting our 25th Anniversary Season currently delayed to late October and mid-November.

Also, note that this does not take into account the impact on contributed incomes, nor does it consider the major facility operating costs that persist, whether open or closed – currently averaging \$418,000 annually.

FY21 BUDGET COVID-19 IMPACT

Our 25th Anniversary Season schedule and budget, which began September 1, is now easily in its 9th iteration. Many adjustments and rearrangements have been made since March. Fortunately, the Governor took performing arts centers and theaters off of the non-essential list on July 29. However, we still need to methodically proceed with caution to ensure we reopen for our constituents at the right time and in the best possible situation for health and safety.

While we currently have a plan to go back into public performances late November, the current state mandated reduced capacity requirement to 50% is severely impacting our profit margins for the upcoming programming year. Still, we have planned small, mostly streamed events for September and October, as well as other new online programming, but the returns are modest and not nearly enough to bring our incomes back into line with prior years. We even looked at severely downscaling productions, but on analysis those offerings still did not provide a sustainable return on margin.

Overall, we now have planned at least 166 performances and events: 4 Theater Productions (138 performances); 8 Presenting Artists (15 performances); 5 Second Stage Productions (10 performances); and, 3 Community Outreach Festivals – all at acutely reduced government mandated capacities.

CLOSING

Performing arts centers and theaters were the first to close and were the last to re-open. We arguably represent an industry hardest hit by the pandemic. They were in essence completely shuttered small businesses in need of support in order to survive until safe to re-open and regain normal income streams.

The Arts Center is an economic multiplier, community builder, education center, and beloved institution, driving over 60,000 in attendance each year. We also drive significant spending at other businesses generating significant economic impact for the community for a total of \$13.8-million in FY19 alone.

Sadly, we have had no revenues from ticket sales for quite some time and will have reduced sources of revenues going forward as we ramp up to reopening later in November. We are exploring all options for sources of additional funding, as well as making even more than normal stringent expense reductions.

Which brings us to our request. We need your help. We always deeply appreciate the Town recognizing the Arts Center's impact on tourism by their annual ATAX grant, which is only related to the visitor percentage of our programming and marketing efforts. A one-time financial investment of \$200,000 for COVID relief from the Town of Hilton Head Island is critical to help pay bills not covered by our annual ATAX grant. Funding this request would go a long way for the Arts Center so we can re-open safely, successfully, and return to financially viable capacities – helping our largest community arts organization remain a major economic asset inspiring our residents, as well as our national and international visitors.



HILTON HEAD ISLAND
CONCOURS d'ELEGANCE
& MOTORING FESTIVAL

Whether four wheels or two, a propeller or a sail, a race car or a horseless carriage, the Motoring Festival offers the full gamut with over 700 vintage and specialty vehicles on display. The Hilton Head Island Concours d'Elegance & Motoring Festival has become a staple on Hilton Head Island's fall schedule bringing in nearly 22,000 guests (growing annually since the move to the Port Royal Golf Club with the exception of the year of Hurricane Matthew) with over half visiting from outside of the local area resulting in \$10.5M+ economic impact (derived from data collected at the event and using the Town's formula). The event has become a well-known event on the calendar of automotive and lifestyle enthusiasts and annually draws in 500 collectors from throughout the country to showcase their prized possessions, sponsors to share their latest automotive and luxury wares and automotive icons including racing legends and heads of design of major automotive manufacturers - all to help celebrate the power of motion.

- Of the surveyed attendees, nearly 35% have an annual household income of \$150,000+, 81% are over the age of 39 with 44% between the ages of 40 and 64, an average spend of nearly \$600/day and 34% stay 5 days or more when in Town specifically for the event.
- The event consistently brings in over \$10M in economic impact for Beaufort County and Hilton Head Island annually.
- Fundraising during the event benefits our Driving Young America charitable fund, providing over \$500,000 in grants and scholarships to local youth organizations and students pursuing a career in the mobility industry (i.e. Michelin Junior Challenge Design scholarship in Beaufort County high schools and the Volvo Club of America scholarship).
- The event has a staff of 5 employees, 15 Board members, 55 volunteer managers who work annually on the event and over 350 volunteers who support the events on-site.
- Despite the cancellation of the 2020 event as a result of COVID-19, the event continues to partner with sponsors on virtual events/content. Michelin and Castrol are joining the virtual Driving Young America Boulevard, a series of 5 events to include the Michelin Junior Challenge Design program offering Beaufort County high school students an exclusive scholarship opportunity and unique access to automotive heads of design (i.e. Michael Simcoe, Vice President of Global Design, General Motors)
- Plans for the 2021 event have already attracted commitments from both the BMW Car Club of America (the largest single-marque car club in the world with 70,000 dues-paying members) and Mercedes-Benz Club of America to host their national annual events on Hilton Head Island.

Our Financial Challenge

Over the last four years, the Festival experienced significant cash drains from storms and other weather-related events hitting the Island immediately prior to the Festival. As an example, Hurricane Matthew hit the Island three weeks before the start of the Festival, causing significant damage to the Festival venue and destroying our offices. Despite these uncontrollable events, we began our 2020 fiscal year on January 1 with \$176k in cash equivalent reserves, equal to approximately five months of operating expenses. **COVID caused a complete halt to our sponsor sales, and through the end of May our total revenues were \$168k below last year at that time, even including \$47k in Paycheck Protection Program funding.** On July 1, we furloughed four of our five employees. With a current cash burn rate of \$18k per month, **the HHIC will run out of cash by the end of September.**

We need a minimum of \$150,000 in cash to take us through the first quarter of next year, with expenses projected as follows:

- October and November with continued furloughed employees - \$18,000/month;
- December with all employees returning as we ramp up for our 2021 event - \$36,000;
- January – March 2021 as we build the 2021 event in anticipation of our first sponsor sales being posted in April 2021 - \$26,000/month.

To the extent that we garner additional support from others (i.e. the State, sponsors, donors) that go beyond the immediate need of \$150,000, we will firm up our cash reserves against future contingencies or an extension of the pandemic. If funding is not raised, the event will be in jeopardy and the scope would be drastically impacted. We request that, in addition to the funding needed for 2021, consideration be given to providing this financial support (\$150,000) annually to build our exhausted cash reserves.

THE BUZZ

"Far from a stuffy affair, the Hilton Head Island Concours brought out hundreds of participants...all of them looking for a class win and possibly more. Spectators enjoyed what is becoming one of the premier concours events in the country."

Mike Floyd, Editor, Automobile

"[The Hilton Head Island Concours] is certainly one of my favorite car events of the year."

Matt Hranek, Editor, Conde Nast Traveler

"Variety is key to making any show an interesting and entertaining one, and here the Hilton Head Concours leads the way."

Richard Lentinello, Editor, Hemmings Classic Car

"HHIC captures what I love about the world's best concours, without having to navigate the pomp and circumstance often associated with the stereotypical upper crust event. Think Pebble without the fancy suits."

Jay Ward, Creative Director of the Cars Franchise, Pixar

"Once again, the Hilton Head Island Concours d'Elegance presented a variety of exceptional automobiles for the viewing pleasure of the anticipated 20,000 attendees. The entire event happens over more than a week, starting with the Savannah Speed Classic the last weekend in October and the concours the first in November. It also includes an Aero Expo Exhibit for anyone interested in historic airplanes. And it would be a shame not to mention the excellent display of vintage motorcycles on Sunday. "

Michael Helmsley, Associate Editor, Town & Country

" I attend classic car events around the world, and the event at Hilton Head is an absolute jewel. The combination of South Carolina charm, warm fall weather, and a field of wonderful classic cars make Hilton Head a must visit. "

Ed Welburn, Former Global Design Chief, GM

" Hilton Head Island Concours d'Elegance and Motoring Festival celebrated its 18th anniversary this year as one of the highest quality concours events in the U.S. Over the years, Hilton Head has gone from being a nice regional event to the must attend classic concours that it is today, ending the nation's annual concours season on a high note. "

Andy Reid, The ClassicCars.com Journal



Jay Ward (Pixar) at the Flights & Fancy Aeroport Gala at the Hilton Head Island Airport



Accepting the Governor's Cup Award from Governor Henry McMaster at 2017 Governor's Conference



Ed Welburn (GM) sketching live at the event's Design Among the Stars fundraiser