



The Town of Hilton Head Island
Town Council
Tuesday, June 4, 2019, 4:00 p.m.
Benjamin M. Racusin Council Chambers

AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the Town Council Meeting. Thank You.

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 – Pastor Matthew Palmer, Grace Community Church**
5. **Approval of Minutes**
 - a. Town Council Meeting, May 21, 2019
 - b. Town Council Budget Workshop, May 21, 2019
6. **Report of the Town Manager**
 - a. Gullah-Geechee Land & Cultural Preservation Task Force Quarterly Update – Lavon Stevens
 - b. Town Manager's Six Month Status Report
 - c. Items of Interest
7. **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
8. **Appearance by Citizens**

[Town Code § 2-5-70: To sign-up, notify the Town Clerk prior to 12:00 p.m. the day of the meeting. All comments are limited to 3 minutes.]
9. **Consent Agenda - NONE**
10. **Proclamations/Commendations – NONE**

11. Unfinished Business

a. Second Reading of Proposed Ordinance 2019-14 – Shipyard Re-Zoning

Second Reading of Proposed Ordinance 2019-14 to amend Title 16, “the Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by emending Section 16-1-107, the Official Zoning Map and the Shipyard Plantation Master Plan with respect to certain 2.78 and 2.77 Acre Parcels located at 10 Shipyard Drive, identified as Parcels 343 and 394 and Beaufort County Tax Map 15, within the Shipyard Plantation Master Plan under the PD-1 (Planned Development Mixed Use) District, to change the existing uses for both Parcels to Community Services, Parks and Open Space with Density of 4,000 GFA for Parcel 343 and 10,000 GFA for Parcel 394, and to reduce the maximum building height allowed from 75 feet to 45 feet; and providing for severability and an effective date.

b. Second Reading of Proposed Ordinance 2019-15 – Fiscal Year 2020 Budget

Second Reading of Proposed Ordinance 2019-15 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2020; to establish a Property Tax Levy; to establish Funds; to establish a policy for Acquisition of Rights of Way and Easements; and providing for severability and an effective date.

12. New Business

a. Consideration of a Resolution – HUD/CDBG Entitlement Program 2019 Annual Action Plan Request Submittal to HUD

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina to Approve the Community Development Block Grant (CDBG) Entitlement Program Fiscal Year 2019-2020 (Program Year 2019) Annual Action Plan.

b. Consideration of a Resolution – Encouraging the Passing of the “Hate Crime Bill”

Consideration of a Resolution of the Town Council of Hilton Head Island, South Carolina, encouraging the South Carolina General Assembly to adopt H.3063, “Hate Crime Bill.”

13. Executive Session

a. Land Acquisition

Discussion of negotiations incident to the proposed sale, lease, or purchase of property in the:

- i. Beach City Road area
- ii. Spanish Wells Road area

14. Possible actions by Town Council concerning matters discussed in Executive Session

15. 5:00 p.m. PUBLIC HEARING ON THE MUNICIPAL BUDGET FOR FY2020

16. Adjournment



Town of Hilton Head Island

Town Council

Tuesday, May 21, 2019 at 4:00 pm

Benjamin M. Racusin Council Chambers

MEETING MINUTES

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

Present from Town Staff: Steve Riley, *Town Manager*; Joshua Gruber, *Assistant Town Manager*, Charles Cousins, *Assistant to the Town Manager*; Scott Liggett, *Director of Public Projects and Facilities*; Shawn Colin, *Director of Community Development*; Brian Hulbert, *Staff Attorney*; Steven Markiw, *Deputy Finance Director*; Angie Stone, *Human Resource Director*; Chris Blankenship, *Deputy Fire Chief*; Joheida Fister, *Deputy Fire Chief*; Cindaia Ervin, *Finance Assistant*; Andrew Nichols, *Systems Analyst*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*

Present from Media: Kathrine Kokal

1. Call to Order

The Mayor called the meeting to order at 4:00 p.m.

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 – Reverend Bill McCutchen, Hilton Head Presbyterian Church

Reverend Bill McCutchen of the Hilton Presbyterian Church delivered the invocation.

5. Approval of Minutes

a. Town Council Meeting, May 7, 2019

Mr. Harkins moved to approve the minutes from May 7, 2019. Mr. Grant seconded. The motion was approved by a vote of 7-0.

b. Town Council Budget Workshop, May 14, 2019

Mr. Harkins moved to approve the minutes from May 14, 2019. Mr. Grant seconded. The motion was approved by a vote of 7-0.

6. Report of the Town Manager

a. Items of Interest

Mr. Riley announced that there would be a Public Meeting held on June 4, 2019 at 5:00 p.m. to discuss the fiscal year 2020 budget. He also reviewed the Items of Interest, including Town news, upcoming Town meetings, and noteworthy events taking place throughout the Island over the coming weeks.

7. Reports from Members of Council

a. General Reports from Council

Mr. Harkins reported that he had the opportunity of filling in for the Mayor at the Mayor's Youth Awards. He said the event was a great success and thanked all the participants and members of staff who made all the arrangements for the event.

b. Report of the Intergovernmental Committee – Bill Harkins

Mr. Harkins stated that he did not have a report.

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

Mr. Grant reported that on Monday, May 20, 2019, the Committee met where they reviewed and interviewed applicants for open Boards and Commissions positions. He said that they have some recommendations for the members of Council to consider during Executive Session and hopefully approve later in the meeting.

d. Report of the Public Planning Committee – David Ames

Mr. Ames stated that he did not have a report.

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

Mr. Lennox reported that the Committee met earlier in the day where they discussed changes to the review template and process for the Town Manager. He stated that the Committee finalized the changes for both, and the updated templated would be out by the next day.

8. Appearance by Citizens

Skip Hoagland: Addressed the members of Town Council on matters related to the Town and Chamber.

George Paletta: Addressed the members of Town Council of matters related to Cordillo Courts.

9. Consent Agenda – NONE

10. Proclamations/Commendations - NONE

11. Unfinished Business

a. Second Reading of Proposed Ordinance 2019-05 – Animal Control Ordinance

Second Reading of Proposed Ordinance 2019-05 amending Chapter 1 of Title 17 of the Municipal Code of the Town of Hilton Head Island, South Carolina, adopted by reference of the Beaufort County Ordinance Chapter 14, Article II Animal Control; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Sanford seconded. With discussion from both the general public and members of Town Council the motion was approved by a vote of 6-0-1. Mrs. Becker abstained.

b. Second Reading of Proposed Ordinance 2019-09 – Shore Beach Services, Inc. Franchise & Services Agreement Renewal

Second Reading of Proposed Ordinance 2019-09 granting a renewal term of five years to Shore Beach Services, Inc. for a Non-Exclusive Franchise for the purpose of conducting certain commercial activities within specified public beach areas on Hilton Head Island; and providing for severability and an effective date.

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

12. New Business

a. First Reading of Proposed Ordinance 2019-14 – Shipyard Re-Zoning

First Reading of Proposed Ordinance 2019-14 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 and the Shipyard Plantation Master Plan with respect to certain 2.78 and 2.77 Acre Parcels located at 10 Shipyard Drive, identified as Parcels 343 and 394 and Beaufort County Tax Map 15, within the Shipyard Plantation Master Plan under the PD-1 (Planned Development Mixed Use) District, to change the existing uses for both Parcels to Community Services, Parks and Open Space with Density of 4,000 GFA for Parcel 343 and 10,000 GFA for Parcel 394, and to reduce the maximum building height allowed from 75 feet to 45 feet; and providing for severability and an effective date.

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

13. Executive Session

Mr. Riley stated that an Executive Session was needed to review the following matters; (a) Land Acquisition, discussion of negotiations incident to the proposed contractual arrangements, sale or purchase of property in (i) the Beach City Road area, and (ii) the Marshland Road area; (b) Contractual Matters, discussions of negotiations incident to proposed contractual arrangements regarding law enforcement services; and (c) Personnel Matters, discussions of appointments of members related to Boards and Commissions.

At 4:30 p.m. Mr. Harkins moved to go into Executive Session for the items mention by the Town Manager. Mrs. Becker seconded. The motion as approved by a vote of 7-0.

Town Council returned from Executive Session at 5:06 p.m.

14. Possible actions by Town Council concerning matters discussed in Executive Session

a. Possible actions related to appointments of members to Boards and Commissions

Mr. Grant moved to appoint Mark O’Neil and Palmer Simmons to the Planning Commission as At-Large members to replace Alex Brown and Judd Carstens, with terms to begin July 1, 2019 and ending June 30, 2022, and Anna Ponder to the Board of Zoning Appeals as an At-Large member to replace David Fingerhut, with a term to begin July 1, 2019 and ending June 30, 2022.

Mr. Grant further moved to re-designate Patsy Brison as an Attorney member of the Board and Zoning Appeals. Mr. Harkins seconded. With little discussion, the motion passed with a vote of 7-0.

15. Adjournment

At 5:08, Mr. Harkins moved to adjourn. Mr. Grant seconded. The motion was approved by a vote of 7-0

Krista Wiedmeyer, Town Clerk

Approved: June 4, 2019

John J. McCann, Mayor



Town of Hilton Head Island
Town Council Budget Workshop
Tuesday, May 21, 2019
Benjamin M. Racusin Council Chambers
MEETING MINUTES

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

Present from Town Staff: Steve Riley, *Town Manager*; Joshua Gruber, *Assistant Town Manager*, Charles Cousins, *Assistant to the Town Manager*; Scott Liggett, *Director of Public Projects and Facilities*; Shawn Colin, *Director of Community Development*; Brian Hulbert, *Staff Attorney*; Steven Markiw, *Deputy Finance Director*; Angie Stone, *Human Resource Director*; Chris Blankenship, *Deputy Fire Chief*; Joheida Fister, *Deputy Fire Chief* Cindaia Ervin, *Finance Assistant*; Andrew Nichols, *Systems Analyst*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*

Present from Media: Kathrine Kokal

1. Call to Order

The Mayor called the meeting to order at 5:09 p.m.

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. Budget Wrap-Up

Mr. Riley gave an overview of the budget process and what the policy focus items were for Town Council. He noted that letters were sent to all of the Affiliated Agencies and the majority of them were satisfied with the funds they would be receiving from the upcoming budget. He discussed the Operating Budget and what the process was that went into providing a balanced Operating Budget. Mr. Riley talked about the Debt. Service Budget, and the positive borrowing ability that gives the Town the ability to grow in the future. Mr. Riley noted that this year when planning the CIP budget, the process changed in how the CIP committee met, and laid out the planning for the funding of projects. He did the same with the Storm Water Utility budget. Mr. Riley explained that when they met with the Bond Rating agencies this past winter, it showed that the Town needed to make the changes necessary for the reserves.

Town Council discussed many of the items Mr. Riley went over concerning the budget, among other items such as land planning, the comprehensive plan, and affordable workforce housing. Mayor McCann noted that the budget is solid, and balanced. That if necessary, the budget can always be amended. He asked that the members of Council consider allowing the budget to come back to the next meeting and approving it as written.

4. Adjournment

At 5:26, Mr. Harkins moved to adjourn. Mr. Grant seconded. The motion was approved by a vote of 7-0

Krista Wiedmeyer, Town Clerk

Approved: June 4, 2019

John J. McCann, Mayor



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Town Council
FROM: Lavon Stevens, Gullah Task Force Chairman
DATE: May 20, 2019
SUBJECT: Gullah Geechee Land & Cultural Preservation Task Force
Quarterly Report: March 2019 – May 2019

The March 18, 2019 Gullah Task Force meeting was cancelled due to a lack of agenda items. The June 17, 2019 meeting is currently the last scheduled Gullah Task Force meeting from the adopted 2019 meeting calendar.

Regular Task Force Meetings

March 4, 2019 – Phil Walker of The Walker Collaborative presented conceptual strategies related to the Gullah Geechee Culture Preservation Project and the Task Force and audience members voted on whether they supported each recommended strategy.

April 1, 2019 – The Walker Collaborative consultant team presented the Gullah Geechee Culture Preservation Project Report to the Task Force.

May 6, 2019 – The Task Force met to discuss and make recommendations to the Planning Commission and Town Council related to the strategies contained in the Gullah Geechee Culture Preservation Project Report.

Special Meeting

April 22, 2019 – The Task Force met to accept the Gullah Geechee Culture Preservation Project Report and discuss possible recommendations related to strategies contained in the report.

Workshop

March 16, 2019 – A Heir's Property Seminar & Oyster Roast was held at Queen Chapel AME Church. Over 50 residents of the Island attended to gather valuable information on clearing title to heir's property as well as forestry options for their land.

Items of Special Interest

Two members of the Task Force were involved with the interview and selection of the Historic Neighborhoods Preservation Administrator position. The position has been filled and the new employee will start in early June 2019.

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

Lowcountry Celebration Park / Coligny Area Redevelopment	
1. <u>Manage Contractors to Facilitate on Time and on Budget Completion</u>	
Proposed Action: Roadwork Component	
Update:	Percentage Complete: 75%
<ul style="list-style-type: none"> 5/22/2019 – Pope Avenue resurfaced, but certain areas of unsuitable ridability will have to be remedied (working with SCDOT on limits). New signal to be installed at Pope Lagoon next week. Nassau reconstruction and on-street parking is behind schedule, expected to be completed by the end of July. Work has not begun on pathways (South Forest Beach and Tanglewood), and may be deferred until fall. 	
Proposed Action: Park Development	
Update:	Percentage Complete: 10%
<ul style="list-style-type: none"> 5/30/2019 – The General Contractor for construction of the park is Nix Construction Company, Inc. A staging area has been prepped at the corner of Pope and Lagoon for QE, the road contractor, to finish construction on Nassau. Silt fence and tree protection has been installed and the site preclear inspection is scheduled for Wednesday, June 5th. The Groundbreaking Ceremony is scheduled for Tuesday, June 11th at 9 am. 	
Proposed Action: Approx. Budget: \$22,500,000	
2. <u>Evaluate the Creation of a Coligny Area / Beach Access Parking Plan</u>	
Proposed Action: Conduct Parking Study	
Update:	
<ul style="list-style-type: none"> Staff is currently working to draft a Request for Proposals that would solicit the services of a firm with a history of analyzing parking demands and preparing recommendations on regulations, strategies, capital improvements, and associated financial models that could be utilized to successfully address parking needs for all beach parking areas. We expect this RFP to be issued sometime in the June/July timeframe with execution beginning shortly thereafter. 	
3. <u>Evaluate Technology Options to Enhance the Visitor Experience to the Park</u>	
Proposed Action: Work with Partners to Design and Implement In-Park Wi-Fi Solutions	
Update:	Percentage Complete: 100%
<ul style="list-style-type: none"> 5/22/2019 – Identified vendors and reviewed individual product offerings to facilitate in-park mobile charging. 	

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

U.S. 278 Gateway Corridor Project	
1. <u>Creation of US 278 Corridor Advisory Committee</u>	
Proposed Action: 13 Member Committee Appointed by Town Council	
Update:	Percentage Complete: 100%
<ul style="list-style-type: none"> • 1/2019 – Town Council appointed 13 local citizens to serve on the Committee from a variety of professional backgrounds and interests. This includes, representation from the Bicycle Advisory Committee, the Chamber, Gullah-Geechee community, Windmill Harbour, Stoney, citizens with DOT background, construction engineering, local contractors, business owners, former engineers, architects, as well as representation from Town Council, Bluffton Town Council, and County Council. 	
Proposed Action: Will Assist in Evaluating Environmental Assessment Options and Provide Recommendation to Town Council on a Preferred Alternative - Likely an 18-24 month project	
Update:	
<ul style="list-style-type: none"> • 4/2019 – The committee submitted several suggested alternatives to the SCDOT for consideration. The alternatives the SCDOT has selected will be presented to the public in the fall 2019. 	
2. <u>Work with the SC Department of Transportation to Review and Understand Project Schedules and Timeline</u>	
Proposed Action: Help to Convey Information to the Public on Matters Concerning Key Dates Contained Within the Project Schedule	
Update:	
<ul style="list-style-type: none"> • 5/2019 – The committee continues to discuss the best options of communication to the public while utilizing current tools such as the Town’s website, Facebook page, and the SCDOT Project link. The committee is planning some community meeting meetings taking place in June within the Stoney Community and later with the citizens of Windmill Harbour. 	
Proposed Action: Monitor and Publish Updates to the Project Schedule if They Should Arise	
Update:	
<ul style="list-style-type: none"> • 5/2019 – Using the Town’s Facebook page and directing citizens to the SCDOT project link, the committee continues to keep the community updated with the project schedule. • 	

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

3. <u>Develop a Communication Plan to Transmit Community Information to SC Department of Transportation</u>
Proposed Action: Develop a Schedule for SC Department of Transportation to Regularly Attend Committee Meetings
Update:
<ul style="list-style-type: none">• Craig Winn, SCDOT project manager will make a presentation to the committee in late June or early July
Proposed Action: Develop Tools to Allow for Community Input That Can Be Provided to SC Department of Transportation
Update:
<ul style="list-style-type: none">• Both the Town's and SCDOT's web page provide opportunities for public comment. Also the committee will be developing a series of meetings throughout the town to explain the project and solicited input. It is anticipated that SCDOT will attend many of these meetings.

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

Mitchelville / Gullah Geechee Cultural Preservation	
1. <u>Implementation of Recommendations Provided by the Gullah Geechee Cultural Preservation Consultant</u>	
Proposed Action: Report to be Completed by March 2019 with Subsequent Discussion Occurring During the Second Quarter of 2019	
Update:	Percentage Complete: 100%
<ul style="list-style-type: none"> 4/15/2019 - The Consultant team presented recommendations for cultural preservation to the Gullah Geechee Land and Cultural Preservation Task Force on April 1, 2019. 	
Proposed Action: Gullah Geechee Land and Cultural Preservation Task Force Will Help to Prioritize Recommendations and Develop Implementation Strategies	
Update:	Percentage Complete: 100%
<ul style="list-style-type: none"> 5/20/2019 – The Task Force met on April 22 and May 6, 2019 to review the recommendations, discuss prioritization of strategies, and made a recommendation to the Planning Commission. The Planning Commission met on May 15, 2019 and voted unanimously to accept the Gullah Geechee Culture Preservation Project Report as amended and recommend that Town Council accept the report and allocate funding for implementation. 	
Proposed Action: Town Council Will Finalize Recommendations and Results Will Be Folded into the Town’s Comprehensive Plan	
2. <u>St. James Baptist Church Relocation</u>	
Proposed Action: Continue Discussions with Representatives from St. James Baptist Church and Beaufort County to Successfully Present a Mutually Agreed Upon Relocation Plan to the Federal Aviation Administration	
Update:	
<ul style="list-style-type: none"> Staff has been meeting with representatives of Beaufort County who have been authorized by the County Council to prepare the necessary surveys, appraisals, and preliminary site plans that are necessary to successfully evaluate the potential relocation of the Church to land that is jointly owned by the County and Town. Staff members have also met with representatives of the South Carolina Historic Preservation Office to discuss what requirements might be needed to facilitate the relocation of the church and the Cherry Hill School. Town Council has voted to sell property that is jointly owned with Beaufort County to the Church for a new location contingent on County and FAA approvals. The Beaufort County Natural Resources Committee has voted to recommend that the County Council agree to the sale contingent on the Town and FAA. 	

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

3. <u>Dirt Road Paying / Stormwater Improvements</u>	
Proposed Action: Review Current Policies Regarding Dirt Road Acquisition to Include Alternative Roadway Designs When Deemed Appropriate by Town Council	
Update:	Percentage Complete: 40%
<ul style="list-style-type: none">• 5/22/2019 – New Town Attorney is working on title research to discern legal ownership/rights to the two pending private roads. Community Development working on LMO revisions.	
Proposed Action: Create Interactive GIS Map to Identify Stormwater Maintenance and System Improvement Projects that have been Completed by the Town in the Last Five Years as well as Identifying All Future Projects to be Undertaken and Those That are Currently Under Construction	
Update:	
<ul style="list-style-type: none">• Work continues on developing the interactive map for future integration on the website.	

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

Comprehensive Plan Review & Update	
1. <u>Development of "Our Plan"</u>	
Proposed Action: Satisfy the State Mandated Requirement to Re-Write the Comprehensive Plan Every Ten Years to Ensure That Existing Plans are Current and Relevant	
Update:	Percentage Complete: 10%
<ul style="list-style-type: none"> • 5/20/2019 – Work Group meetings began the week of May 20, 2019. Each group will meet twice a month to develop goals and strategies/tactics. 	
Proposed Action: Initiative will Build Upon Prior Information Developed as a Part of the Community Engagement Process	
Update:	Percentage Complete: 25%
<ul style="list-style-type: none"> • 5/20/2019 – A kick-off meeting for the Development Team and Work Group members was held May 8, 2019. 	
2. <u>Comprehensive Plan Focus Areas</u>	
Proposed Action: Volunteer Focus Groups will be Created to Help Review and Develop Content Regarding Areas That Must be Addressed Within the Comprehensive Plan to Include: Land Use, Workforce House, Transportation, Environmental Protection, Economic Development	
Update:	Percentage Complete: 100%
<ul style="list-style-type: none"> • 5/20/2019 – Work Group members participated in a kick-off meeting May 8, 2019. Meetings begin the week of May 20, 2019. 	
3. <u>Parks and Recreation Master Plan</u>	
Proposed Action: Town Council Identified Commencing a Parks and Recreation Master Plan Update as One of Its Highest Priorities	
Update:	Percentage Complete: 90%
<ul style="list-style-type: none"> • 5/20/2019 – Consultant will be Identified to Assist in the Creation of this Plan 	

TOWN COUNCIL 2019 STRATEGIC GOALS SIX MONTH STATUS UPDATE

Workforce Development	
1. <u>Evaluation of Recommendations from Workforce Housing Consultant</u>	
Proposed Action: Staff Will Work with Town Council to Review the Report and Prioritize Recommendations, Develop Implementation Strategies, and Fold Recommendations into the Comprehensive Plan	
Update:	Percentage Complete: 25%
<ul style="list-style-type: none"> • 4/15/2019 - The Workforce Housing Strategic Plan was presented by the consultant, Lisa Sturtevant, to the Public Planning Committee on April 10, 2019. 	
2. <u>Continued Evaluation of Transportation Needs</u>	
Proposed Action: The Town will Provide Input and Recommendations to Palmetto Breeze to Consider Implementing for the 2019 Trolley Season	
Update:	Percentage Complete: 100%
<ul style="list-style-type: none"> • 3/27/2019 – Staff provided input and recommendations to Palmetto Breeze regarding the 2019 Trolley Season including proposed modifications to the existing route and service hours. 	



TOWN OF HILTON HEAD ISLAND ITEMS OF INTEREST JUNE 4, 2019

TOWN NEWS

- Earlier in May, Hilton Head Island Fire Rescue in conjunction with other local agencies participated in the Rotary Club of Hilton Head's Safety Town. This free program helps kids ages 4-6 learn about safety while providing fun learning experiences.
- As part of the Fire Rescue Re-Accreditation process, the department must document a **Total Response Time** for emergency incidents that they respond to. The Total Response Time consists of three elements that are measured for the **nearest** apparatus that responds



to the emergency scene. **Call Processing Time, Turnout Time, and Travel Time.** Each element is evaluated to determine processes to improve or reduce the time segment and improve our overall Total Response Time. Fire Rescue is piloting the use of countdown clocks in two fire stations to address Turnout Time. The goal of the clocks is to provide situational awareness to the crews and reduce turnout times. The departments intends to expand the project as part of the Fiscal Year 2020 budget.

TOWN OF HILTON HEAD ISLAND MEETINGS

- Planning Commission – Wednesday, June 12, 2019 – 9:00 a.m.
- U.S. 278 Gateway Corridor Committee – Thursday, June 13, 2019 – 6:00 p.m.
- Finance and Administrative – Tuesday, June 18, 2019 – 2:00 p.m.
- Town Council Meeting– Tuesday, June 18, 2019 – 4:00 p.m.

Meetings are subject to change and/or cancellation. Please visit the Town's website at www.hiltonheadislandsc.gov for meeting dates and times.

HILTON HEAD ISLAND EVENTS

- Kids Triathlon – Saturday, June 8, 2019, 9:00-10:00 a.m. @ Hilton Head Island Rec. Center
- Mindful Triathlon – Sunday, June 9, 2019, 7:00-9:00 a.m. @ Coligny Beach
- 2019 Harbourfest Tuesday Night Fireworks! June 11 – Aug. 20, 2019, 5:00-10:00 p.m. @ Shelter Cove Harbour & Marina
- Movie Nights – Thursday, June 13 – Aug. 15, 2019, 9:00-11:00 p.m. @ Shelter Cove Community Park
- Sunset Celebrations – Friday, June 14 – Aug. 16, 2019, 7:00-10:00 p.m. @ Shelter Cove Community Park
- Juneteenth Celebration – Saturday, June 15, 2019, 11:00-3:00 p.m. @ Mitchelville Freedom Park



For more events taking place on the Island, please visit the Town's Office of Cultural Affairs Events page at www.culturehhi.org/events/.



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*
VIA: Nicole Dixon, CFM, *Development Review Administrator*
FROM: Taylor Ladd, *Senior Planner*
CC: Jennifer Ray, *Deputy Director of Community Development*
DATE: May 23, 2019
SUBJECT: ZA-000741-2019 – Shipyard Rezoning

Town Council made no changes to Proposed Ordinance number 2019-14 as a result of the meeting on May 21, 2019.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2019-

PROPOSED ORDINANCE NO. 2019-14

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 AND THE SHIPYARD PLANTATION MASTER PLAN WITH RESPECT TO CERTAIN 2.78 AND 2.77 ACRE PARCELS LOCATED AT 10 SHIPYARD DRIVE, IDENTIFIED AS PARCELS 343 AND 394 ON BEAUFORT COUNTY TAX MAP 15, WITHIN THE SHIPYARD PLANTATION MASTER PLAN UNDER THE PD-1 (PLANNED DEVELOPMENT MIXED USE) DISTRICT, TO CHANGE THE EXISTING USES FOR BOTH PARCELS TO COMMUNITY SERVICES, PARKS AND OPEN SPACE WITH DENSITY OF 4,000 GFA FOR PARCEL 343 AND 10,000 GFA FOR PARCEL 394, AND TO REDUCE THE MAXIMUM BUILDING HEIGHT ALLOWED FROM 75 FEET TO 45 FEET; 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 May 1, 2019 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, public comments and the criteria set forth in Section 16-2-103, voted 6-0 to recommend that Town Council approve the proposed zoning map amendment application; 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 that the subject parcels be rezoned to change the existing uses for both parcels to "Community Services, Parks and Open Space" with a density of 4,000 GFA for Parcel 343 and 10,000 GFA for Parcel 394, and to reduce the maximum building height allowed from 75 feet to 45 feet.

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, and the Shipyard Plantation Master Plan and associated text be hereby amended to modify the zoning designation of certain parcels identified

as Parcels 343 and 394 on Beaufort County Tax Map 15 within the Shipyard Plantation Master Plan to change the existing uses for both parcels to “Community Services, Parks and Open Space” with a density of 4,000 GFA for Parcel 343 and 10,000 GFA for Parcel 394, and to reduce the maximum building height allowed from 75 feet to 45 feet.

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 _____, 2019.

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

John J. McCann, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearing: May 1, 2019

First Reading: May 21, 2019

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 or Development	Public Hearing Date
ZA-000741-2019	Shipyards Plantation	May 1, 2019

Parcel Data & Location		
Parcel A: R550 015 000 0343 0000	Size: 2.782 acres	Address: 10 Shipyards Dr.
Parcel B: R550 015 000 0394 0000	Size: 2.767 acres	Address: Shipyards Dr.

Owner	Applicant	Agent
Shipyards Residential Property Owners 10 Shipyards Drive Hilton Head Island, SC 29926	Sally Warren General Manager Shipyards Admin Building 10 Shipyards Drive Hilton Head Island, SC 29926	Todd Theodore Wood + Partners, Inc. 7 Lafayette Place Hilton Head Island, SC 29925

	Existing Zoning	Proposed Zoning
Districts	Planned Development Mixed Use (PD-1) – Shipyards Corridor Overlay (COR)	Planned Development Mixed Use (PD-1) – Shipyards Corridor Overlay (COR)
Uses	<u>Parcel A:</u> Administrative Office with Associated Parking for the Shipyards Plantation Security Offices, Ship Yard Plantation POA and for Visitor Pass Distribution <u>Parcel B:</u> Open Space	Community Services, Parks and Open Space
Density	<u>Parcel A:</u> 3,100 sf total (not per net acre) <u>Parcel B:</u> None designated	<u>Parcel A:</u> Community Services Uses: 4,000 sf total (not per net acre) <u>Parcel B:</u> Community Services Uses: 10,000 sf total (not per net acre)
Height	75 feet maximum	45 feet maximum

Application Summary

Todd Theodore with Wood + Partners Inc., on behalf of Shipyard Property Owners' Association, proposes to amend the Official Zoning Map by changing the uses and densities designated by the PD-1 Shipyard PUD (Planned Development Mixed-Use) Master Plan for parcels R550 015 000 0343 0000 (Parcel A) and R550 015 000 0394 0000 (Parcel B). See Attachment A for a Vicinity Map.

Parcel A, located at 10 Shipyard Drive, is 2.78 acres. It is the site of the existing Shipyard Administrative Office. Parcel B is 2.77 acres and it is undeveloped. Both parcels are located at the William Hilton Parkway entrance for Shipyard on Shipyard Drive. The existing designated use of Parcel A is "Administrative Office with Associated Parking for the Shipyard Plantation Security Offices, Shipyard Plantation Property Owners' Association and for Visitor Pass Distribution" with an existing density of 3,100 square feet. The existing designated use of Parcel B is "Open Space" with no density assignment. The maximum building height currently allowed on both parcels is 75 feet.

The request is to change the designated uses of Parcel A to "Community Services, Parks, and Open Space," to increase the density to 4,000 square feet, and to decrease the maximum building height to 45 feet. The request is also to change the designated uses of Parcel B to "Community Services, Parks, and Open Space," to assign a density of 10,000 square feet, and to decrease the maximum building height to 45 feet. The proposed densities are a total cap for each parcel and not per net acre.

Since the existing administrative office is a Community Service use and the building is two stories in height, the rezoning will not create a non-conforming use or structure.

Staff Recommendation

Staff recommends the Planning Commission find this application to be **consistent with the Town's Comprehensive Plan** and **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.

Background

Shipyard Plantation (Shipyard) was developed in the 1970's by the Hilton Head Company as a sister community to Port Royal Plantation. At that time, all community operations and facilities were located in Port Royal Plantation or off-site. When the Shipyard Property Owners' Association (POA) assumed control of the plantation in 1988, there were no designated areas for administration within the community. The POA's best opportunity to create this area was at the entrance to Shipyard on William Hilton Parkway.

The Shipyard Administration Building on Parcel A and the undeveloped Parcel B are part of the Shipyard Plantation Master Plan (Master Plan). The Master Plan was approved by the Town in 1985. Under this approval, the uses and density for both subject parcels were

undesigned. Per LMO Section 16-3-105.K, undesigned areas on PUD master plans are considered as open space. See Attachment F for the Shipyard PUD approved Master Plan circa 1985 and Attachment G for a map of the current extents.

In 1990, Parcel A was rezoned under Ordinance 1990-24 to allow for a change in land use designation under the Master Plan from “Open Space” to “Administrative Offices with Associated Parking for the Shipyard Plantation Security Operations, the Shipyard Plantation POA and for Visitor Pass Distribution” with a 2,100 square foot maximum density.

In 2009, the Parcel A zoning was amended under Ordinance 2009-13 to allow for a total of 3,100 square feet maximum density. This additional 1,000 square feet of density was needed to accommodate additional security and administrative staff required as result of growth in Shipyard since 1990. Subsequently, the building was expanded by 954 square feet with the addition of a second story. Other changes included improving the existing entrance, front porch and ADA accessibility.

Since the 1985 master plan adoption, Parcel B has remained undesigned and is now considered open space per the LMO standards for the PD-1 District. See Attachment C for the LMO information table on the PD-1 District.

The applicant requests that the master plan be amended to allow for additional density and consistent uses across the two entrance parcels so that Shipyard may contemplate expansion as it is needed without having to keep applying for rezonings. Since 2009, with the renovation of Sonesta Resort, accessed through Shipyard, Heritage Golf Group’s golf club activities, and increase in rental properties, the need for community services is growing beyond the capacity of the current administrative facilities. Today, the biggest need is parking in order to streamline gate pass distribution, staffing and home owner access.

In February of 2019, staff approved a Minor Development Plan, permit number DPR-002630-2018, to improve the existing parking areas on Parcel A. The application originally included proposed parking on Parcel B, but this portion of the development proposal was removed due to the rezoning required to develop this parcel.

Concerning Parcel A: The parcel is 2.782 Acres with +/-1.44 acres of upland due to the existing lagoon. The applicant requests to revise the use designation to “Community Services, Parks and Open Space” with a density capped at 4,000 square feet and maximum height of 45 feet. There are no plans at this time specifically to renovate or add on to the existing administration building, but they would like the option to in the future when it is warranted.

Parcel A is bounded to the northwest by William Hilton Parkway, to the south by open space, to the northeast by Shipyard Drive and to the southwest by the Shipyard Galleria Shopping Center and a real estate office on New Orleans Road in the Light Commercial (LC) zoning district. See Attachment A for a vicinity map and Attachment B for a zoning map. See Attachment E for a survey of existing conditions on both parcels.

Concerning Parcel B: The parcel is 2.767 acres with +/- 2.46 acres of upland due to the existing lagoon. The applicant requests to revise the use designation to “Community Services, Parks and Open Space” with a density capped at 10,000 square feet and maximum height of 45 feet. There are no plans at this time specifically to develop the parcel other than to build a parking area for the administration building. Until such time it

is developed, it will remain a park-like open space for the community.

Parcel B is bounded to the south by open space, to the northwest by William Hilton Parkway, to the northeast by Central Church in the LC zoning district and to the southwest by Shipyard Drive. See Attachment A for a vicinity map and Attachment B for a zoning map.

Pertaining to this request, the Community Services use designation shall adhere to the definition and interpretation of such per LMO Section 16-10-103.B.2: *“A use of a public, nonprofit, or charitable nature generally providing a local service to people of the community. Generally, community service uses provide the service on-site or have employees at the site on a regular basis. The service is ongoing, not just for special events. Community service uses may provide special counseling, education, or training of a public, nonprofit or charitable nature. They may have membership provisions that allow the general public to join at any time (for instance, a senior center where a senior citizen could join at any time). Community service uses include libraries, museums, senior centers, community centers, youth club facilities, social service facilities, and nonprofit community theaters. Accessory uses may include offices, meeting areas, food preparation areas, parking, health and therapy areas, and athletic facilities.”*

Since the LMO contains specific requirements for the development of these parcels, and Parcel B is undesignated on the Master Plan, a zoning map amendment is required to allow for an increase in density or change in use on the subject parcels. The PD-1 zoning district designation will not change for either parcel.

Applicant’s Grounds for ZMA

The applicant states that Parcels A and B are the entry gateway to the plantation best suited to meet any expansion needs of the community. The existing administration building site has limited land due to a bordering lagoon, Highway 278 frontage and the entry parkway corridor. Parcel B has more upland area available. In order to provide more flexibility and maintain convenient access to community services outside the gated entry, rezoning both parcels will provide flexibility for future development.

Any development on these two parcels will maintain the same character and landscaped environment that exists in the area today, and with respect to specimen trees. The proposed designated use for “Community Services, Parks and Open Space” is in keeping with the existing intent of the parcels and is contiguous with adjacent commercial and institutional development. Community Services by definition will allow for all administrative and associated ancillary uses that are or could be needed by Shipyard. The applicant has stated that development on either parcel will not decrease the amount of open space for the plantation less than the +/-400 acres (55%) minimum that is required by the LMO for all PUDs. See Attachment H for the applicant’s narrative.

Summary of Facts and Conclusions of Law

Findings of Fact:

1. The application was submitted on March 27, 2019 as set forth in LMO 16-2-103.C and Appendix D-1.
2. Per LMO 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.
3. The LMO Official scheduled the public hearing of the application for the May 1, 2019 Planning Commission meeting, which is a regularly scheduled meeting of the Planning Commission.
4. Per LMO 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.
5. Notice of the May 1, 2019 public hearing was published in the Island Packet on April 14, 2019.
6. Per LMO 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.
7. The applicant mailed notices of the public hearing by first-class mail to the owners of record of properties within 350 feet of the subject land on April 11, 2019.
8. Per LMO 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 notice being visible from each public thoroughfare that abuts the subject land.
9. The LMO Official posted on April 16, 2019 conspicuous notice of the public hearing on William Hilton Parkway and Shipyard Drive for each parcel.

Conclusions of Law:

1. The application was submitted in compliance with LMO 16-2-103.C and Appendix D-1.
2. The LMO Official scheduled the public hearing of the application for the May 1, 2019 Planning Commission meeting, in compliance with LMO 16-2-102.E.1.
3. Notice of the public hearing was published 17 calendar days before the meeting date, in compliance with LMO 16-2-102.E.2.
4. The applicant mailed notices of the public hearing 20 calendar days before the meeting date, in compliance with LMO 16-2-102.E.2.
5. The LMO Official posted conspicuous notice of the public hearing 15 calendar days before the hearing date, in compliance with LMO 16-2-102.E.2.

As set forth in LMO 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 of Law

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

Findings of Fact:

The Comprehensive Plan addresses this application in the following areas:

Natural Resources Element

Goal – 3.3 Positive Impacts of Environmental Preservation on Quality of Life

D. To preserve open space (including improvement and enhancement of existing).

Land Use Element

Goal – 8.1 Existing Land Use & Goal – 8.5 Land Use Per Capita

A. To have an appropriate mix of land uses to meet the needs of existing and future populations.

Goal – 8.3 Planned Unit Developments (PUDs)

B. 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.

Conclusions of Law:

1. The application is **consistent** with the Comprehensive Plan as set forth in LMO Section 16-2-103.C.3.a.i.
2. The Natural Resources Element does not support the proposed rezoning for Parcel B because it would allow the parcel, which is designated as Open Space, to potentially be developed for Community Service uses.
3. The Land Use Element supports the proposed rezoning because it would appropriately modify the allowed land uses in the Shipyard Master Plan to meet the development's existing and future need for community services.
4. Allowing the development of a relatively small amount of open space is outweighed by benefits of improving vehicle, bicyclist, and pedestrian safety at the US 278 entrance to Shipyard by allowing the development of adequate parking for the existing uses at the administration building.
5. While this rezoning would allow the Parcel B open space to be developed, the Shipyard PUD will still have +/-400 acres of open space and meet the LMO standard of 55% land area devoted to open space that is required for a PUD.

Summary of Facts and Conclusions of Law

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 16-2-103.C.3.a.ii):

Findings of Fact:

1. LMO Section 16-3-105.K describes the purpose of the PD-1 district is to “...allow the continuation of well-planned development within these areas.”
2. The current permitted uses on Parcel A as approved through Ordinance 2009-13 are “Administrative offices with associated parking for the Shipyard Plantation security offices, Shipyard Plantation Property Owners’ Association and for visitor pass distribution” with maximum density of 3,100 square feet. This use description for the parcel is not specifically defined in the current LMO.
3. Per the LMO, the current permitted use on Parcel B is “Open Space” with no density assignment.
4. The proposed rezoning is to designate both parcels as “Community Services, Parks and Open Space” with assigned densities of 4,000 sf on Parcel A and 10,000 sf on Parcel B.
5. The subject parcels are surrounded by either PD-1 or LC districts.
6. The existing PD-1 zoning for both parcels will not be changing.
7. The adjacent LC district permits Community Services and Parks with a commercial density of 10,000 sf per net acre and maximum height of 45 feet, so the proposed uses, densities and height are concurrent with the adjacent zoning district.
8. The surrounding uses directly adjacent and across William Hilton Parkway include LC district compliant commercial and institutional development, and open space with lagoons and golf course facilities.
9. The Shipyard Administration building has been in this location for 26 years. The function of the existing development on Parcel A will not change.

Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.3.a.ii.
2. The proposed rezoning will not change the zoning district designation for either parcel, will provide continuity for both parcels and does not conflict with the purpose of PD-1.
3. The proposed rezoning will bring the current designated use for Parcel A into better compliance with current LMO use designations and definitions.
4. The proposed Commercial Services and Parks uses are compatible with the adjacent LC zoning district, which allows these uses.
5. The proposed uses are compatible because Parcel A has been operating as a type of community service use for the past 26 years without any known negative impacts to the character of the area. By extension, this use designation would be appropriate for Parcel B since it would be developed and operate in conjunction with Parcel A.

Summary of Facts and Conclusions of Law

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

Findings of Fact:

1. Parcel A is already developed with an administrative office and associated parking and circulation.
2. Parcel A is already connected to existing storm water and utility infrastructure such that only on-site improvements may be required for permitting any future development. There should be no impacts on the infrastructure of adjacent properties.
3. Parcel B is undeveloped and includes a portion of an existing lagoon. Development of Parcel B will disturb land that is currently used as open space.
4. Both subject parcels are well vegetated and have specimen trees. All LMO standards pertaining to specimen trees and existing vegetation will have to be met for development in either location.
5. The proposed density for each parcel is appropriate and less than what is permitted in the adjacent LC zoning district.
6. Existing lagoons on both parcels are part of a larger stormwater management plan for the area. They can only be impacted by new development on the subject parcels with oversight through the development permitting process.
7. The Type E Adjacent Street Buffer from William Hilton Parkway, Adjacent Use Buffers from the adjacent LC district, setbacks, impervious cover and open space standards as required by the LMO would be enforced for development on both parcels.
8. Design Review Board or Minor Corridor approval will be required where applicable for new structures or additions.
9. The proposed maximum building height is 45 feet. The existing by-right maximum building height is 75 feet.

Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.a.iii.
2. The proposed zoning is appropriate for the land because Parcel A is already developed with community services and associated parking. The proximity of Parcel B to existing development and infrastructure will not require extensive and invasive disturbance in order to develop the property following current LMO standards.
3. Originally, both parcels were undesignated and created a park-like atmosphere for entering Shipyard. The properties are well vegetated and have several specimen trees. The development of Parcel A has not significantly altered this character, and it is reasonable to expect any development on Parcel B will follow suit given the interests of Shipyard and successful development of Parcel A.
4. The proposed maximum building height of 45 feet is appropriate because it is lower than the current by-right height of 75 feet and in keeping with the 45 foot maximum height requirement for the adjacent LC district.

Summary of Facts and Conclusions of Law

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

Findings of Fact:

1. Since the last rezoning effort for Parcel A, the plantation has continued to grow with increased traffic due to vacation rentals, the resort, golf and build out of the residential areas within the plantation.
2. Future needs for the community could include more office or community space for staffing, security, and property owners, improved circulation for visitors and better access for property owners.
3. Currently, there is a parking shortage at the administration building which at times creates an unsafe environment for contractors, staff, property owners and visitors accessing the building.
4. Parcel A has limited space for meeting all of the expansion needs due to the lagoon on the parcel.
5. As it is currently designated, Parcel B cannot be developed, which prevents the Shipyard administration from being able to expand across Shipyard Drive and maintain their presence at the main entrance for the community.

Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.a.iv.
2. The proposed zoning meets a demonstrated community need because the administration for Shipyard would be able to expand their current operations and supporting accessory features like safe parking and pass pickup to meet the community needs.

Summary of Facts and Conclusions of Law

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:

1. Per Criteria 1, the proposed rezoning is consistent with the Comprehensive Plan.
2. Per Criteria 2, this rezoning proposal meets the purpose of the PD-1 district and is compatible with the adjacent LC district.
3. Other PUD communities on the Island were not developed as sister communities and therefore were provided with designated densities and space for administrative operations.

Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.3.a.v.
2. The proposed rezoning is consistent with the overall zoning program as expressed in future plans for the Town because the proposed uses are compatible with the purpose of the PD-1 district and the adjacent LC district, and are consistent with the goals of the Comprehensive Plan.
3. This rezoning will provide Shipyard with the same opportunity to meet the needs of their community that other PUD communities already have.

Summary of Facts and Conclusions of Law

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 16-2-103.C.3.a.vi):

Findings of Fact:

1. The subject parcels are currently zoned PD-1 Shipyard.
2. The proposed rezoning is only redefining the uses, height and densities for the subject parcels.
3. If the subject parcels are rezoned as proposed in this application, they will remain PD-1 Shipyard.

Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.a.vi.
2. The proposed zoning would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts because the existing base zoning district will remain PD-1. Only the designated uses, height and density will change.

Summary of Facts and Conclusions of Law

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:

1. The Shipyard Residential Property Owners own both parcels.
2. Parcel A provides for limited development space due to the existing lagoon.
3. Parcel B is currently undesignated on the master plan, which defaults it to being open space. By definition in the LMO, open space cannot be developed with community services.
4. The applicant has stated there is a need for immediate expansion to alleviate parking constraints. They have already obtained a development permit to improve the parking and circulation for Parcel A.

Conclusions of Law:

1. This application **meets the criteria** in LMO Section 16-2-103.C.3.a.vii.
2. The rezoning of the subject property would allow it to be put to a reasonably viable economic use because improvements would be allowed as needed on Parcel A and Parcel B will now be usable.

Summary of Facts and Conclusions of Law

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:

1. William Hilton Parkway is a major arterial street as defined by the LMO.
2. Shipyard Drive is a non-arterial street as defined by the LMO.

3. The Town's multi-use pathway follows William Hilton Parkway and Shipyard Drive and is accessible from both subject parcels.
4. There is infrastructure for storm water and drainage currently in place on the properties that may require some on-site improvements to support future development.
5. Water and sewer service, as well as electricity service exist and will continue to be available on Parcel A and accessible as needed for Parcel B due to its location.
6. Hilton Head Island Fire Rescue has the capability to immediately access the subject parcels.

Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.3.a.viii.
2. The proposed rezoning would result in development that can be served by all typically available, adequate and suitable public facilities for properties in the Town of Hilton Head Island due to the existing infrastructure on Parcel A and in close proximity to Parcel B.

Summary of Facts and Conclusions of Law

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:

1. Shipyard was originally planned without administration facilities because it was a sister community to Port Royal Plantation. Eventually, Shipyard became its own entity and needed to create an area for administration and operations for the community.
2. Over the years, Shipyard has been through two rezonings to create an administrative and operations center for the community. Shipyard has grown and could continue to grow beyond what the currently approved facility can support.
3. The applicant states recent renovations to the Sonesta Resort and growing tourism interest for the Island has increased traffic through Shipyard for the resort and vacation rentals.

Conclusions of Law:

1. This application **meets the criteria** in LMO Section 16-2-103.C.3.a.ix.
2. The proposed zoning is appropriate due to the changing conditions in the affected area that have perpetuated the need for Shipyard to be able to expand to meet the needs of the community.

LMO Official Determination

The LMO Official determines that this application **is consistent with the Comprehensive Plan and serves to carry out the purposes of the LMO** as based on the Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed herein.

The LMO Official recommends that the Planning Commission recommend **APPROVAL** of this application to Town Council.

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:

TL

Taylor Ladd
Senior Planner

April 23, 2019

DATE

REVIEWED BY:

ND

Nicole Dixon, CFM
Development Review Administrator

April 23, 2019

DATE

REVIEWED BY:

TL

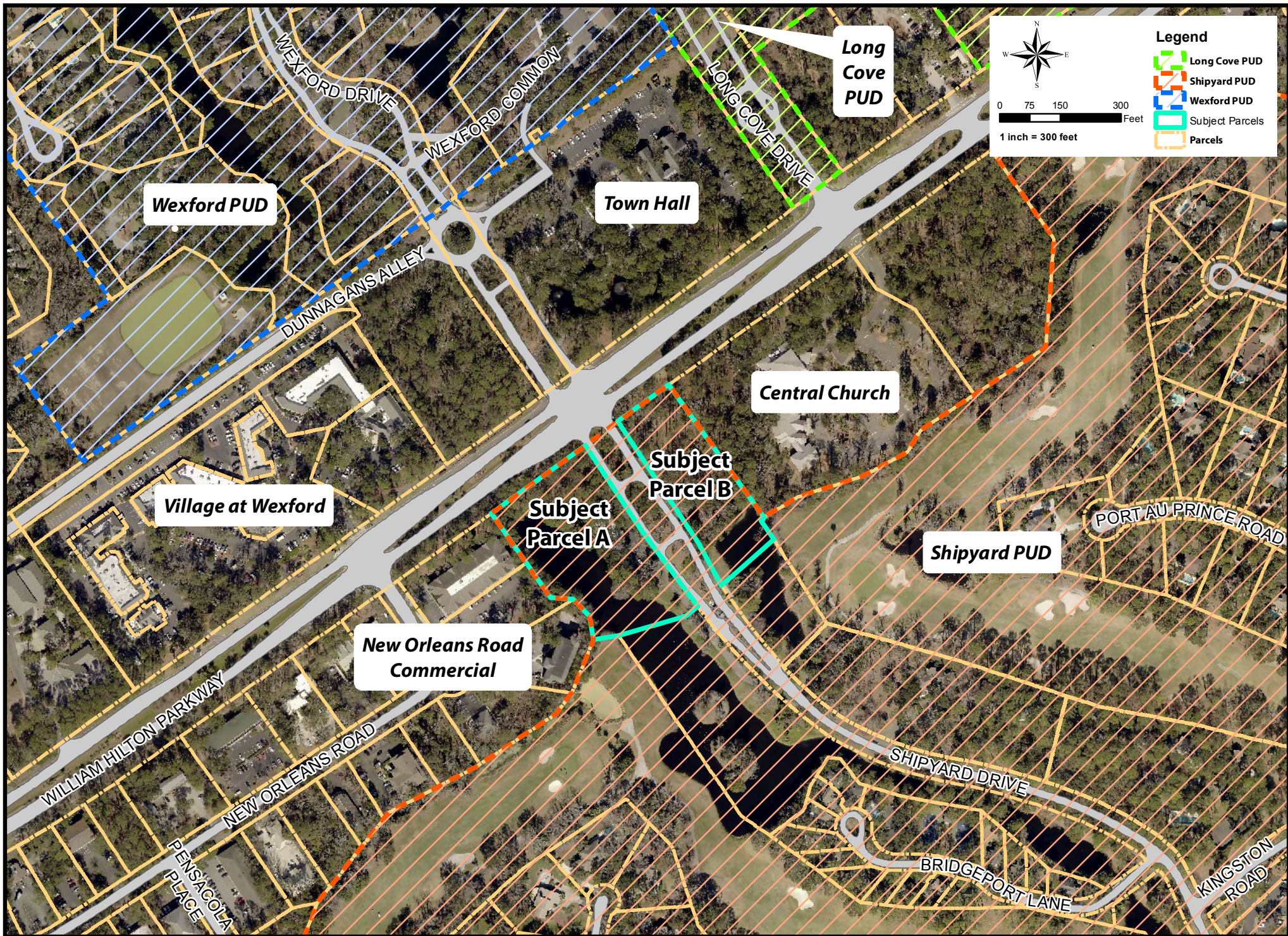
Teri Lewis, AICP
*Deputy Director of Community
Development and LMO Official*

April 23, 2019

DATE

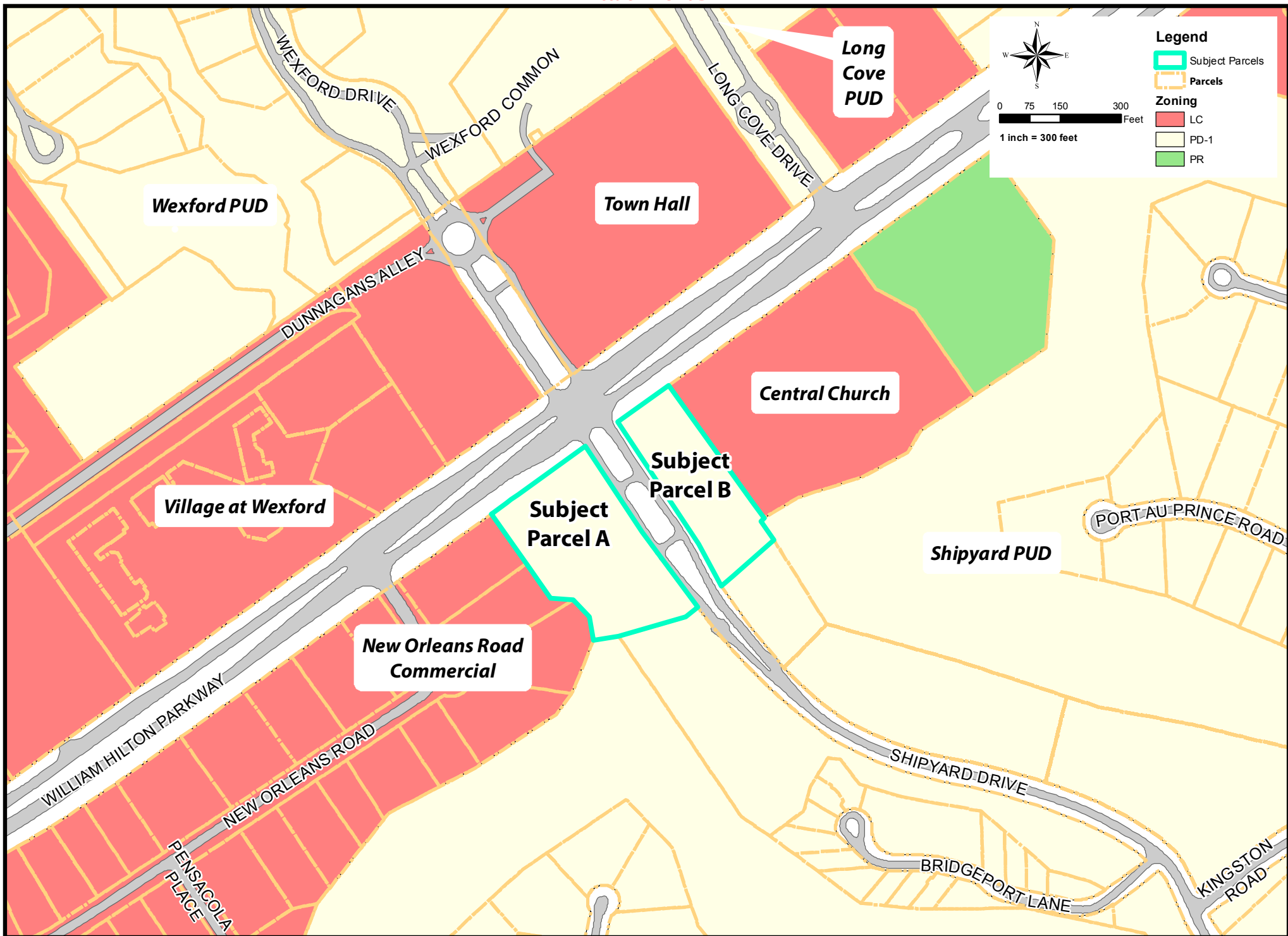
ATTACHMENTS:

- A) Vicinity Map
- B) Zoning Map
- C) LMO Table for PD-1
- D) Subject Property Aerial Imagery and Photos
- E) Boundary Survey
- F) Shipyard PUD Master Plan circa 1985
- G) Current Shipyard PUD Extents as of 2014 Zoning Map Adoption
- H) Applicant Narrative



Shipyard Drive Subject Parcels A & B and Vicinity

ZA-000741-2019



Shipyard Drive Subject Parcels A & B Zoning

ZA-000741-2019

Attachment C

Town of Hilton Head Island Municipal Code

Title 16: Land Management Ordinance, Section 16-3-105.K

PD-1

Planned Development Mixed-Use District

1. Purpose

The purpose of the Planned Development Mixed-Use (PD-1) District is to recognize the existence within the Town of certain unique **Planned Unit Development s** (PUDs) that are greater than 250 acres in size. Generally, these PUDs have served to establish the special character of Hilton Head Island as a high quality resort and residential community. It is the intent in establishing this district to allow the continuation of well-planned **development** within these areas. In limited situations, some commercially planned portions of PUDs are placed within other base districts to more specifically define the types of commercial **uses** allowed.

2. Included PUDs and Master Plans

The following PUDs are included in the PD-1 District and their Town-approved Master Plans—including associated text and any subsequent amendments—are incorporated by reference as part of the **Official Zoning Map** and the text of this LMO. Amendments to these Master Plans and associated text shall be in accordance with Sec. 16-2-103.D, Planned Unit Development (PUD) District.

1 Hilton Head Plantation	6 Port Royal Plantation (and surrounds)
2 Indigo Run	7 Sea Pines Plantation
3 Long Cove Club	8 Shipyard Plantation
4 Palmetto Dunes Resort	9 Spanish Wells Plantation
5 Palmetto Hall Plantation	10 Wexford Plantation

3. Principal Uses Restricted by Master Plan

The Master Plans and associated text, as approved and amended by the Town, establish general permitted **uses** for the respective PUDs, except as may be modified by an **overlay zoning district** . Undesignated areas on these Master Plans shall be considered as **open space** .

The following **uses** are restricted to locations where a Town-approved Master Plan or associated text specifically states such **uses** are permitted. In addition, the **use** -specific conditions referenced below shall apply to any new such **use** or change to the site for any existing such **use** .

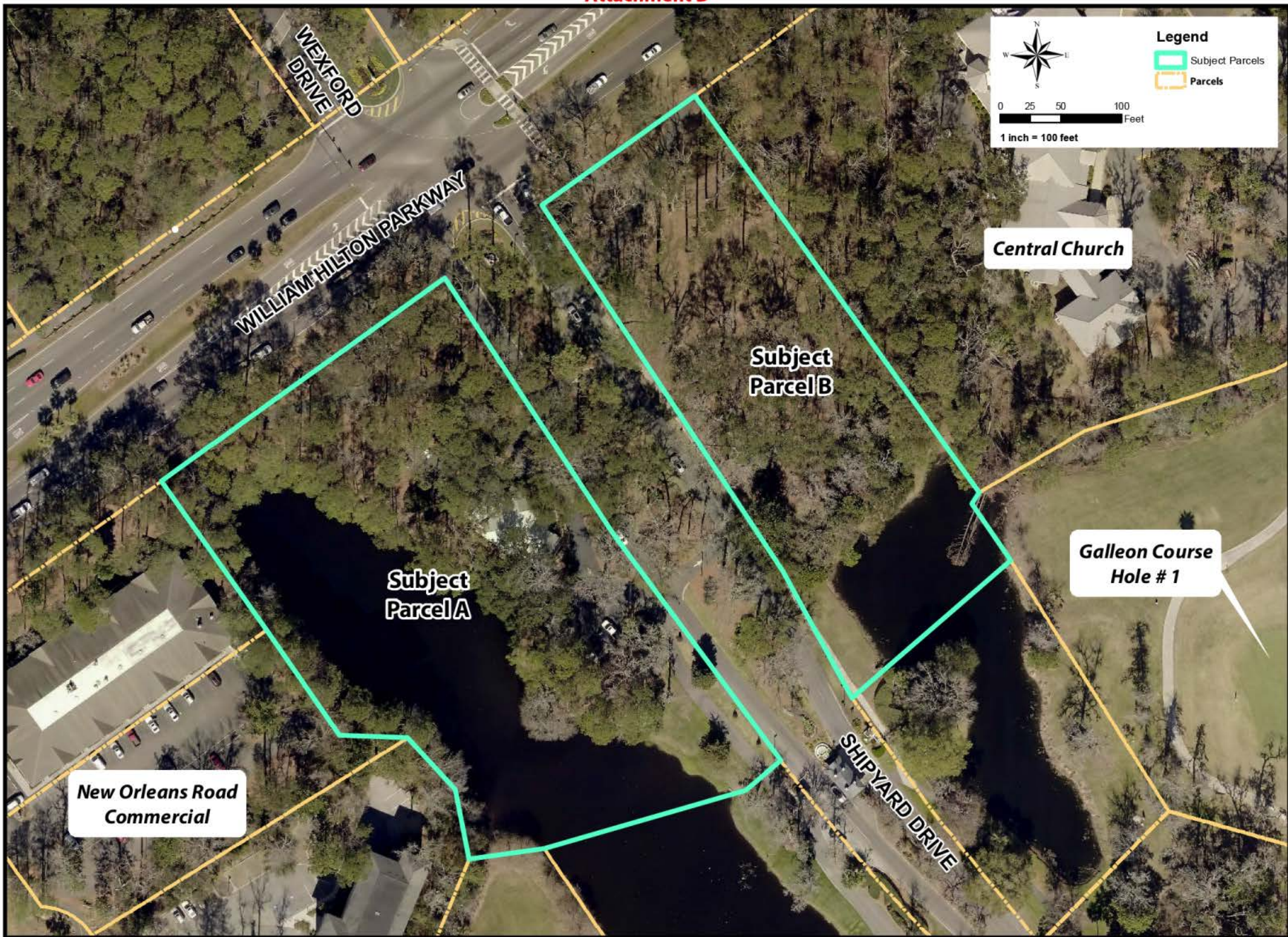
	USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
Public, Civic, Institutional, and Educational Uses		
Telecommunication Towers, Monopole	PC Sec. 16-4-102.B.2.e	1
Resort Accommodations		

Attachment C

Interval Occupancy	P		1 bedroom	1.4 per du
			2 bedrooms	1.7 per du
			3 or more bedrooms	2 per du
Commercial Recreation Uses				
Outdoor Commercial Recreation Uses Other than Water Parks	PC	Sec. 16-4-102.B.5.b	See Sec. 16-5-107.D.2	
Commercial Services				
Adult Entertainment Uses	SE	Sec. 16-4-102.B.7.a	1 per 100 GFA	
Animal Services	PC	Sec. 16-4-102.B.7.b	1 per 225 GFA	
Convenience Stores	PC	Sec. 16-4-102.B.7.d	1 per 200 GFA	
Liquor Stores	PC	Sec. 16-4-102.B.7.g	1 per 200 GFA	
Nightclubs or Bars	PC	Sec. 16-4-102.B.7.h	1 per 70 GFA	
Tattoo Facilities	PC	Sec. 16-4-102.B.7.k	1 per 200 GFA	
Vehicle Sales and Services				
Auto Rentals	PC	Sec. 16-4-102.B.8.a	See Sec. 16-5-107.D.2	
Auto Sales	P		See Sec. 16-5-107.D.2	
Gas Sales	PC	Sec. 16-4-102.B.8.d		
Towing Services or Truck and Trailer Rentals	P		1 per 200 GFA of office or waiting area	
Watercraft Sales, Rentals, or Services	PC	Sec. 16-4-102.B.8.e	1 per 200 GFA	
Other Uses				
Boat Ramps , Docking Facilities , and Marinas	PC	Sec. 16-4-102.B.10.a	1 per 200 GFA of enclosed floor space not used for storage + 1 per 3 wet slips + 1 per 5 dry storage slips	
4. Development Area Densities				
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE		
Site specific densities shall not exceed the density limits established in approved Master Plans and associated text, except as may be modified by an overlay zoning district . Where the approved Master Plans and associated text do not establish a density limit, site specific densities shall not exceed 10,000 GFA per net acre .		Max. Impervious Cover in Areas without Restricted Access and Open to the Public	40% - Residential 65% - Nonresidential	
		Max. Impervious Cover in Areas with Restricted Access	Shall not cause overall impervious cover for the PUD in that PD-1 District to exceed 45%	

Attachment C

		Min. Open Space in Areas without Restricted Access and Open to the Public	50% - Residential 25% - Nonresidential
		Min. Open Space in Areas with Restricted Access	Shall not cause overall open space for the PUD in that PD-1 District to be less than 55%
MAX. BUILDING HEIGHT			
All Development	75 ft	Min. Open Space for Major Residential Subdivisions	16%
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES:			
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units ; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable			



Shipyard Drive Subject Parcels A & B 2017 Aerial Image

ZA-000741-2019



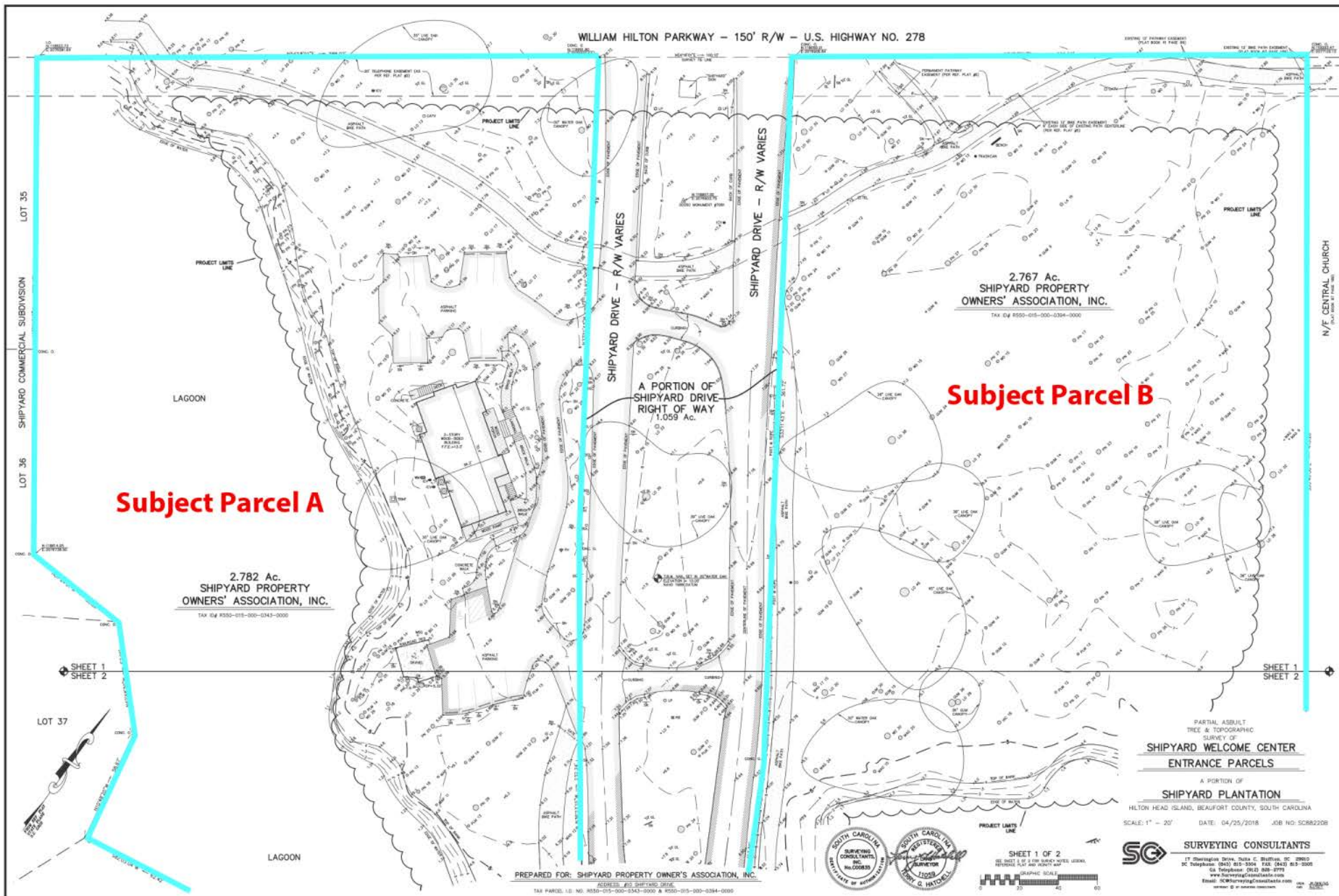
2017 Aerial Image View North
ZA-000741-2019



© 2017 Pictometry



© 2017 Pictometry



Subject Parcel A
Subject Parcel B

TOWN OF HILTON HEAD ISLAND
- ZONING PLAN APPROVAL -

This certifies that the Town has found this site plan to be in accordance with the Town Development Ordinance. No development shall be undertaken until final town approval has been obtained.

Date of Approval: March 25, 1985

Condition: As Shown

Title: Shipyard Plantation

This approval will expire two years from the above date of approval unless conditions set forth in sections 16-7-743 of the Development Standards Ordinance are met.

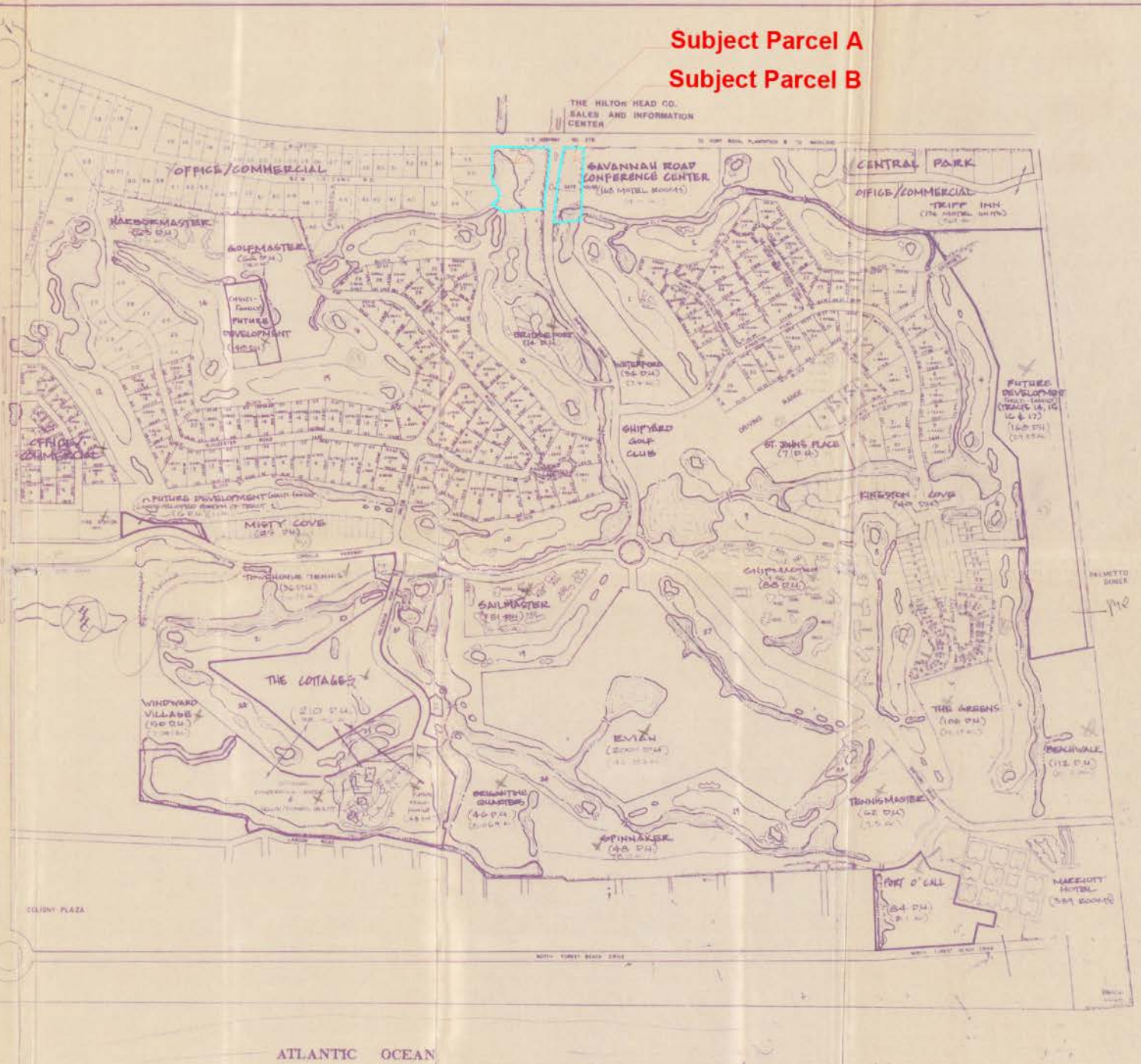
SHIPYARD PLANTATION
HILTON HEAD ISLAND, BEAUFORT COUNTY, S. C.



SCALE: GRAPHIC, 1" = 100'
DATE: MARCH 25, 1985

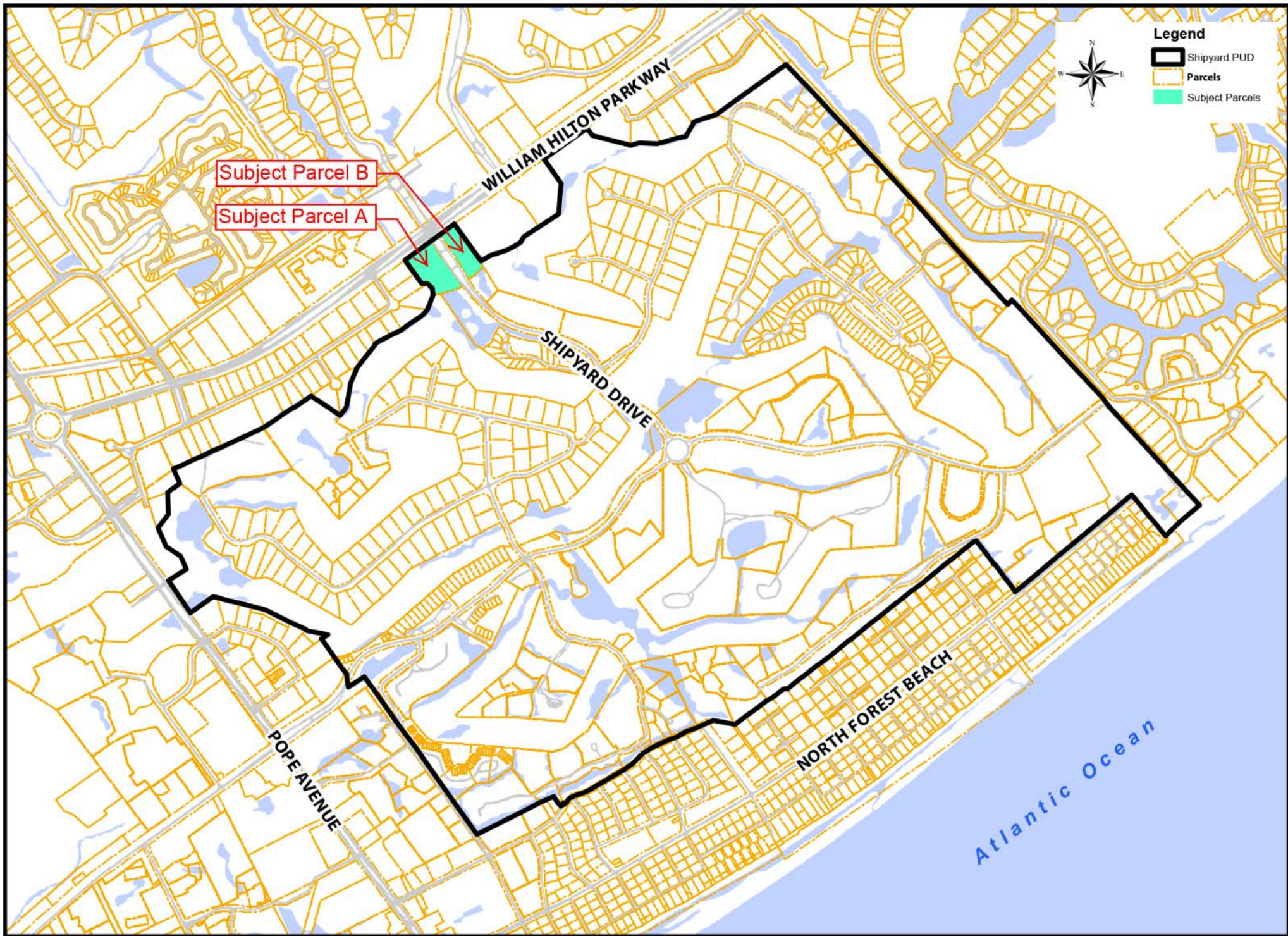
LAND USE & DENSITY DATA

EXISTING (IF HAVING RECEIVED FINAL APPROVAL) DEVELOPMENT	
RESIDENTIAL	100
MULTI-FAMILY	100
OFFICE/COMMERCIAL	100
INDUSTRIAL	100
RECREATION	100
UTILITIES	100
ROADS	100
OPEN SPACE	100
WATERWAYS	100
UNDEVELOPED	100
TOTAL EXISTING (IF FINAL APPROVAL) DEVELOPMENT	
TOTAL DWELLING UNITS	100
TOTAL OFFICE/COMMERCIAL UNITS	100
TOTAL INDUSTRIAL UNITS	100
TOTAL RECREATION UNITS	100
TOTAL UTILITIES UNITS	100
TOTAL ROAD UNITS	100
TOTAL OPEN SPACE UNITS	100
TOTAL WATERWAY UNITS	100
TOTAL UNDEVELOPED UNITS	100
TOTAL SITE AREA	
TOTAL SITE AREA	100
AVERAGE DENSITY	100



Shipyard Plantation 1985 Master Plan

ZA-000741-2019



Current Shipyard Plantation PUD Master Plan Area

ZA-000741-2019

ZONING NARRATIVE

REVIEW CRITERIA

Project Name:

Shipyard Highway 278 Community Entrance Facilities – Zoning Map Amendment

Location: 10 Shipyard Drive (Parcels North and South of Shipyard Drive)

Parcels: R550-015-000-0343-0000

R550-015-000-0394-0000

Proposed Zoning Change:

Parcel #343 (2.782 Acres, +/- 1.44 AC upland): From “Administrative offices with associated parking for the Shipyard Plantation security offices, Shipyard Plantation Property Owners’ Association and for visitor pass distribution” to “Community Services, Parks and Open Space”, overall building density of 4,000 SF and maximum building height of 45’.

Parcel #394 (2.767 Acres, +/- 2.46 AC Upland): From Undesignated Open Space to “Community Services, Parks and Open Space”, overall building density of 10,000 SF and maximum building height of 45’.

Project Contacts:

Owner’s Representative:

Todd Theodore

Sr. Principal

Wood + Partners Inc.

P. O. Box 23949

Hilton Head Island, SC 29925

843-681-6618

Sally Warren

General Manager

Shipyard Administration Building

10 Shipyard Drive

Hilton Head Island, SC 29926

843-785-3310

Narrative:

Shipyard is requesting a Zoning Map Amendment for two parcels of land adjacent to the Shipyard's Highway 278 main entrance. The southern parcel currently includes Shipyard's administration building, security and gate pass operations. The northern parcel is currently a wooded open space. Shipyard was originally developed in the early 70's by the Hilton Head Company and is a sister community to Port Royal. Prior to the Hilton Head Company bankruptcy all community operations and facilities were off site. When Shipyard Property Owners' Association assumed control of the property in 1988, there were not any set aside areas for community services on the property. Based on the original master plan, there were not any feasible common areas within the property and the POA's only opportunity for administration was use of the parcels at the main entrance at Highway #278. As Shipyard has developed through the years, demand on community services has also grown. In 1988, Shipyard built their first onsite administration and security facility on the southern parcel (current location) and expanded the facility by adding a second story to the existing building in 2009. With recent improvements such as Sonesta Resort, Heritage Golf Group's golf club activities, increase in rental properties and other resort improvements, community services has continued to grow beyond the capacity of the current facilities (including traffic and parking demands associated with gate passes, staffing and home owner access).

The southern parcel adjacent to highway 278 is currently zoned with a density of 3,100 sf for Administrative Offices with associated parking for the Shipyard Plantation Security Offices, Shipyard Plantation Property Owners' Association and for visitor pass distribution. The northern parcel is undesignated on the Shipyard PD-1 master plan and is zoned by default as open space. This parcel is currently undeveloped and is partially wooded with a lagoon on the back portion of the parcel. The proposed land use zoning change for the Shipyard PD-1 is to designate both parcels as Community Services, Parks and Open Space, maximum building height of 45', with an overall building density of 4,000 sf on the southern parcel and 10,000 sf on the northern parcel. This zoning map amendment will provide Shipyard the flexibility to address current parking and traffic circulation issues and provide the Community with future flexibility.

Criteria List:

A. Consistency with the Comprehensive Plan:

- The proposed Community Services, Parks and Open Space land use is in accordance with the Town's Comprehensive Plan. The proposed land uses are in support of existing and future needs of the existing Shipyard PD-1 master planned community. Both parcels are adjacent to compatible land uses and can easily be serviced by existing transportation and utility infrastructure. Both parcels are also appropriate to the location by being located adjacent to the main entrance into the Shipyard community and adequately serviced by traffic controlled intersection. In addition, similar community services are provided by the Town located directly across highway 278. The zoning change will allow for

Attachment H

more diversity and potential future expansion, meeting the sustainable needs of a growing community.

B. Compatibility with present zoning and conforming uses of nearby property and with character of the neighborhood:

- The proposed Community Services, Parks and Open Space land use is compatible with the existing and adjacent property uses and with the character of the neighborhood. Adjacent properties include Shipyard's golf courses, New Orleans Road commercial business park, Central Church, Village at Wexford commercial center and Town of Hilton Head Island's Town Hall facility. The expansion and flexibility of Shipyard's existing community services within these two parcels will maintain the same high quality gateway character and wooded landscape environs that exist to date.

C. Is Appropriate for the Land:

- The proposed Community Services, Parks and Open Space land use will provide much needed relief and future flexibility for Shipyard's existing community services facility without negatively impacting the existing forested tree canopy and landscaped environment. Due to existing trees and an existing lagoon, the current community facility has limited space to grow within the existing southern parcel. The adjacent northern parcel has nearly twice the amount upland acreage, providing convenient adjacent access to the existing facility, allowing plenty of space to work within the forested tree canopy and maintaining Shipyard's natural landscaped entry experience. As an entry gateway to Shipyard, these parcels are best suited for meeting the expansion needs of the community.

D. Addresses a demonstrated community need:

- As a sister community to Port Royal, Shipyard's community services were originally located off-site. As the Shipyard community has grown over the years, increased demand on community services has also grown. After the original developer went bankrupt, Shipyard's POA built a new administration and security office facility in 1988 at the current Highway 278 entrance location (southern parcel). In 2009 the administration building was expanded to include a second story addition. As the community has continued to evolve, increased pressure for parking, traffic circulation and demand on community services has overburdened the existing facilities. The existing community service facility (southern parcel) has limited land due to a bordering lagoon, Highway 278 frontage and the entry parkway corridor. In order to provide more flexibility and maintain convenient access to community services outside the gated entry, rezoning the two parcels fronting Highway 278 (northern and southern) are most suited for meeting the needs of the community.

Attachment H

E. Is consistent with the overall zoning program as expressed in future plans of the Town:

- The PD-1 Planned Development Mixed Use District and its overall boundary will remain the same. The proposed Community Services, Parks and Open Space land use zoning change is consistent with the purpose of the PD-1 District, providing for the continuation of development and community services that meet the needs of an evolving master planned community.

F. Would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts:

- The proposed Community Services, Parks and Open Space land use is appropriate based on being contiguous to existing commercial zoning districts and based on the community services already being provided on the southern parcel.

G. Would allow the subject property to be put to a reasonably viable economic use:

- The proposed Community Services, Parks and Open Space land use would allow for current and future expansion needs of Shipyard's community services, including increased staffing, parking and business operations servicing the community.

H. Would result in development that can be served by available, adequate, and suitable public facilities:

- Existing road and infrastructure currently serve and are adequate to service the proposed land uses. Any improvements to the parcels are subject to all stormwater, natural resources, corridor overlay district and other development regulations of the Town's LMO, including Shipyard's internal Architectural Review Board.

I. Is appropriate due to any changed or changing conditions in the affected area:

- Refer to D. above. This area has been well established for several years and is appropriate with the existing surrounding conditions, including existing infrastructure, existing environs and based on the needs of a growing and sustainable community. There are no known changing conditions adjacent to the parcels.

ATTACHMENT 'A'
BEAUFORT COUNTY PARCEL MAP





MEMORANDUM

TO: Town Council

FROM: John M. Troyer, CPA, Director of Finance

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

DATE: May 22, 2019

RE: **Second Reading of Proposed Ordinance No. 2019-15**

Recommendation:

Staff recommends Council approve the second reading of Proposed Ordinance No. 2019-15. The ordinance establishes the fiscal year 2020 and 2021 budgets for the General Fund, Capital Projects Fund, Debt Service Fund and Stormwater Fund.

Summary:

The proposed budget was presented to Town Council on May 7, 2019 and Town Council held budget workshops on May 14 and 21, 2019. The proposed FY 2020 budget for the General Fund, Capital Projects Fund, Debt Service Fund, and Stormwater Fund is \$79,147,817. The proposed FY 2021 budget for the General Fund, Capital Projects Fund, Debt Service Fund, and Stormwater Fund is \$78,619,447.

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>	<u>FY 2021 Budget</u>
General Fund	\$ 40,257,829	\$ 41,108,317	\$ 42,558,447
Debt Service Fund	24,200,000	21,500,000	21,500,000
CIP	9,876,000	11,139,500	9,111,000
Stormwater Fund	5,311,000	5,400,000	5,450,000
Total	\$ 79,644,829	\$ 79,147,817	\$ 78,619,447

There have been no changes since the proposed budget was presented on May 7, 2019.

ORDINANCE NO. _____

PROPOSED ORDINANCE NO. 2019-15

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, FOR THE FISCAL YEAR ENDING JUNE 30, 2020; TO ESTABLISH A PROPERTY TAX LEVY; TO ESTABLISH FUNDS; TO ESTABLISH A POLICY FOR ACQUISITION OF RIGHTS OF WAY AND EASEMENTS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Section 5-7-260(3) of the Code of Laws for South Carolina 1976, as amended, and Section 2-7-20 of the Municipal Code of the Town of Hilton Head Island, South Carolina, require that the Town Council act by ordinance to adopt a budget and levy taxes, pursuant to public notice; and

WHEREAS, Town Council also desires to set aside funds for an Operating Reserve to provide for emergency-related expenditures and to offset fiscal year tax revenue income stream deficiency; and

WHEREAS, Town Council finds that it would be more economical and efficient to authorize the Town Manager to move forward with construction contract modifications, change orders, contract price adjustments, and execution of contracts for supplies, services, and construction where the contract amount involved does not exceed the budget line item or project budget as approved by Town Council in the Consolidated Municipal Budget.

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

NOTE: Underlined and bold-face typed portions indicate additions to the Ordinance. ~~Stricken~~ Portions indicate deletions to the Ordinance.

Section 1. Adoption of the Budget. The prepared budget of estimated revenues and expenses, a copy of which is attached hereto and incorporated herein, is hereby adopted as the budget for the Town of Hilton Head Island for the fiscal year ending June 30, 2020.

The General Fund budgetary authority is adopted at the Departmental level as follows:

<u>Expenditure Type</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Town Council	\$ 479,224	\$ 493,601
Town Manager	846,440	871,833
Human Resources	687,766	648,424
Administrative Services	3,957,269	4,073,649
Finance	1,992,406	2,052,125
Community Development	3,553,997	3,601,547
Public Projects and Facilities	5,642,043	5,911,304
Fire Rescue	15,499,346	15,897,377
Sheriff / Other Public Safety	3,813,237	3,927,634
Townwide	2,823,316	3,289,036
Community / Grants	1,813,273	1,791,917
	<u>\$ 41,108,317</u>	<u>\$ 42,558,447</u>

The Debt Service Fund and the Stormwater Fund are adopted at the Fund level. Capital Improvement Projects are adopted at the Project level. The Town Manager is authorized to transfer amounts up to \$100,000; larger transfers require Town Council approval.

Section 2. Establishment of Property Tax Levy. A tax to cover the period from July 1, 2019 through June 30, 2020, inclusive, for the sums and in the manner hereinafter mentioned, is and shall be, levied, collected and paid into the treasury of the Town of Hilton Head Island for its uses at a rate of mills on assessed value of real estate and personal property of every description owned in the Town of Hilton Head Island, except such property as is exempt from taxation under the Constitution and laws of the State of South Carolina. Said tax levy shall be paid into the Town Treasury for the credit of the Town of Hilton Head Island for its corporate purposes, for the purpose of paying current operational expenses of the said municipality 17.13 mills, Debt Service 5.97 mills, and Disaster Recovery (millage override) 5.00 mills making the total levy of 28.10 mills.

Section 3. Establishment of Funds. To facilitate operations, there shall be established and maintained a General Fund, a Capital Projects Fund, a Debt Service Fund, a Stormwater Fund and other appropriate funds in such amounts as are provided for in the aforesaid Budget, as hereby adopted or as hereafter modified pursuant to law.

Section 4. Acquisition of Rights of Way and Easements. The Town Manager is charged with the duty of executing all necessary documents to obtain rights of way, easements, and other property interests necessary to complete duly authorized Capital Improvement Projects. Capital Improvement Projects based on the ownership and life expectancy of the assets or improvements or based on the funding source authorized may be budgeted in the General, Capital Projects or Stormwater Funds. If expenditures are expressly authorized for an approved Capital Improvement Project in any of the budgeted funds, then the Town Manager is hereby authorized to execute all

necessary documents and to expend such funds as are approved pursuant to the Capital Improvement budgets. Provided, however, in the event that the costs of an acquisition of such real property interests materially exceeds the amount budgeted in the approved Capital Improvement Project and the Town Manager is unable to shift additional funds from other authorized sources, the Town Manager shall be required to obtain the approval of Town Council for such additional expenditures. Nothing herein shall obviate the requirement that no condemnations shall be commenced without the appropriate approval of the Town Council for the Town of Hilton Head Island.

Section 5 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 6. Effective Date. This Ordinance shall be effective upon its enactment by the Town Council for the Town of Hilton Head Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS ____ DAY OF _____, 2019.

John McCann, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

First Reading: _____

Public Hearing: _____

Revised First Reading: _____

Second Reading: _____

APPROVED AS TO FORM:

_____, Town Attorney

Introduced by Council Member: _____



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA-CM, *Town Manager*
VIA: Shawn Colin, *Director of Community Development*
VIA: Jennifer Ray, *Deputy Director of Community Development*
FROM: Marcy Benson, *Senior Grants Administrator*
DATE: May 23, 2019
SUBJECT: HUD/CDBG Entitlement Program 2019 Annual Action Plan Request for Submittal to HUD

Recommendation:

Staff requests approval by resolution for submittal of the attached Fiscal Year 2019-2020 (Program Year 2019) Annual Action Plan as required by the U.S. Department of Housing and Urban Development (HUD) for participation in the Community Development Block Grant (CDBG) Entitlement Program.

The Town will receive \$236,013 for fiscal year 2019-2020 directly from HUD to benefit low-to-moderate income (LMI) households. There is no local match requirement. Approval of the Plan at the June 4, 2019 Town Council meeting will allow the Plan to be submitted by the June 10, 2019 HUD deadline.

Summary:

The Fiscal Year 2019-2020 (Program Year 2019) Annual Action Plan is a HUD requirement for participation in the CDBG Entitlement Program. The Plan is submitted to HUD annually for review and approval. The Plan submittal due date is June 10, 2019. The Plan describes the specific planned uses for CDBG funds. The Town will receive \$236,013 for fiscal year 2019-2020 directly from HUD to benefit LMI households. There is no local match requirement and the annual allocation can fluctuate each year depending on HUD calculations. The attached Plan must be approved by HUD prior to execution of a CDBG Entitlement Program grant agreement.

Background:

In 2015 the Town of Hilton Head Island began participating in the HUD CDBG Entitlement Program. The HUD-required combined Five Year Consolidated Plan (2015 – 2019) was amended and approved by HUD in February 2019.

To meet HUD requirements an Annual Action Plan must be prepared each year of program participation and public input must be solicited during the Plan development process. A public meeting was conducted on April 29, 2019 after which the draft Plan was completed. The Plan details 2019 CDBG funds to be used for program administration and a park upgrade project

located at the Rowing and Sailing Center at Squire Pope Community Park on Squire Pope Road, situated in a Census tract meeting LMI eligibility requirements. The draft Plan was released to the public on May 1, 2019 for a 30 day public comment period. The public comment period ends May 31, 2019. Any comments received between the May 23, 2019 Town Council agenda item deadline and close of the public comment period will be brought forth at the June 4, 2019 Town Council meeting and included in the final submittal document to HUD.

Approval of the Plan at the June 4, 2019 Town Council meeting will allow the Plan to be submitted by the June 10, 2019 HUD submittal deadline. Upon submission of the Plan, HUD has 45 days to review the Plan. HUD may accept or recommend revisions to the Plan. Once the Plan is accepted, a grant agreement between HUD and the Town will be executed and funds will be available for use.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM FISCAL YEAR 2019-2020 (PROGRAM YEAR 2019) ANNUAL ACTION PLAN

WHEREAS, in July 2015 the Town of Hilton Head Island CDBG Five Year Consolidated Plan for program years 2015-2019 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, in February 2019 the Town of Hilton Head Island CDBG Five Year Consolidated Plan for program years 2015-2019 was amended and approved by the United States Department of Housing and Urban Development (HUD); and

WHEREAS, as an entitlement community, the Town must prepare and submit an Annual Action Plan detailing activities to be undertaken during the fiscal year 2019 – 2020 (program year 2019) to address goals and objectives outlined in the amended Five Year Consolidated Plan; and

WHEREAS, for fiscal year 2019 – 2020 (program year 2019) the Town will receive a CDBG award totaling \$236,013 to carry out activities that meet one of three National Objectives, as described by HUD; and

WHEREAS, the Fiscal Year 2019 – 2020 (Program Year 2019) Annual Action Plan is compatible with the HUD approved amended Five Year Consolidated Plan for program years 2015 - 2019; and

WHEREAS, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the Fiscal Year 2019-2020 (Program Year 2019) Annual Action Plan; and

WHEREAS, a public meeting and 30 day public comment period for the Fiscal Year 2019-2020 (Program Year 2019) Annual Action Plan were conducted for citizen input and review; and

WHEREAS, the Town Manager is authorized to submit this Fiscal Year 2019 – 2020 (Program Year 2019) Annual Action Plan to HUD for their review and acceptance;

NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT The Community Development Block Grant Entitlement Program Fiscal Year 2019 – 2020 (Program Year 2019) Annual Action Plan as submitted in the attachment to this resolution be approved and submitted to HUD.

MOVED, APPROVED, AND ADOPTED ON THIS 4TH DAY OF JUNE 2019.

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

**Fiscal Year 2019 – 2020
(Program Year 2019)**

Annual Action Plan

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



~DRAFT~

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Executive Summary

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

1. Introduction

The Fiscal Year 2019 – 2020 (program year 2019) Annual Action Plan represents the fifth year of the Town of Hilton Head Island’s amended Consolidated Plan for the Fiscal Years 2015- 2019 (Con Plan) as approved by Town Council and accepted by the U.S. Department of Housing and Urban Development (HUD). The Action Plan is the Town of Hilton Head Island’s application for the HUD Community Development Block Grant (CDBG) entitlement program and identifies the proposed project to be funded during the Town’s 2019 – 2020 fiscal year.

The purpose of the Town of Hilton Head Island Action Plan is to preserve and revitalize primarily low and moderate income neighborhoods to enhance the quality of life for Hilton Head Island residents and address priority community development and redevelopment needs within applicable local, state, and federal statutes and regulations. The Action Plan outlines the priorities by which the Town of Hilton Head Island’s CDBG program funds will be invested over fiscal year 2019 – 2020 (program year 2019) to achieve specific HUD objectives.

It is important to note the amended Consolidated Plan listed the highest priority needs as public facilities and improvements, housing activities or other real property improvements in low and moderate income neighborhoods.

2. Summarize the objectives and outcomes identified in the Plan

The Town’s goals for the fiscal year 2019 – 2020 (program year 2019) period focus on neighborhood revitalization efforts by providing playground and parking upgrades to the existing Rowing and Sailing Center at Squire Pope Community Park, a Town owned public park facility. The plan provides a guide for the Town of Hilton Head Island’s allocation of CDBG program funding for the program year 2019 planning period. The goals focus on priority needs and targets available resources designed to meet those needs. The needs include public improvements and facilities for low and moderate-income persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of low and moderate income residents. The project selected for CDBG funding in this Action Plan will be managed efficiently and in compliance with program requirements.

3. Evaluation of past performance

Fiscal year 2018-2019 was the fourth year the Town of Hilton Head Island participated in the CDBG Entitlement Program and the Town continues to monitor and evaluate the performance of the program while ensuring regulatory compliance. The Town of Hilton Head Island recognizes the evaluation of past performance is critical to ensuring CDBG funded activities are implemented in an effective manner and align with established strategies and goals.

In the first, second and third program years HUD's Consolidated End-of-Year Review determined during 2015, 2016, and 2017 the Town of Hilton Head Island achieved an acceptable level of accomplishment to demonstrate it had administered its CDBG program in accordance with Title I of the Housing and Community Development Act of 1974, as amended; and the National Affordable Housing Act of 1990, as amended; and applicable laws and implementing regulations.

4. Summary of Citizen Participation Process and consultation process

The Town of Hilton Head Island conducted a public meeting on April 29, 2019 to solicit input from citizens on community development needs. A public meeting notice was published in the local newspaper, The Island Packet, seven days preceding the public meeting in addition to being posted on the Town of Hilton Head Island website and at the Town Hall main entrance bulletin board. A presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, funding allocation amount, discussion of community needs, and staff recommended projects was prepared for presentation. Sixteen members of the public attended this meeting.

A draft Action Plan was released to the public on May 1, 2019 for a 30 day public comment period. Following this public comment period the draft Action Plan will be presented at the Town of Hilton Head Island Town Council meeting on June 4, 2019 for review and comment.

5. Summary of public comments

In preparation for the April 29, 2019 public meeting, to solicit input for the Fiscal Year 2019 – 2020 (Program Year 2019) Action Plan, Town staff developed a presentation describing the Community Development Block Grant Entitlement Program, the purpose of the Annual Action Plan, the funding allocation amount for program year 2019 and staff recommended projects. Sixteen members of the public attended this meeting.

A copy of the April 29, 2019 public meeting minutes and attendance sign-in sheet and a summary of all public comments are attached to this Action Plan.

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

All comments were taken into consideration in preparing the Action Plan.

7. Summary

The Town of Hilton Head Island Action Plan outlines priorities by which the Town of Hilton Head Island's CDBG program funds will be invested over fiscal year 2019-2020 (program year 2019) to achieve specific HUD objectives. The Town will use CDBG program funds to leverage other

public investment to address the Town’s priority need to provide public improvements for primarily low and moderate income neighborhoods.

DRAFT

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

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

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

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

Table 1 – Responsible Agencies

Narrative (optional)

The Town of Hilton Head Island incorporated as municipality in 1983 and has a Council – Manager form of government. The Town of Hilton Head Island is comprised of an administrative/legal division, administrative services, community development, executive, finance, fire rescue, human resources, municipal court, and public projects & facilities departments.

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

Consolidated Plan Public Contact Information

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

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

1. Introduction

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

The Beaufort Housing Authority services all of Beaufort County, South Carolina, including the Town of Hilton Head Island. Within the jurisdiction of the Town of Hilton Head Island the Beaufort Housing Authority operates one (1) public housing facility containing 80 units which provide housing to 193 family members.

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

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

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

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

The Town of Hilton Head Island Fiscal Year 2019-2020 Action Plan intends to use U.S. Department of Housing and Urban Development (HUD) resources to fund only Community Development Block Grant (CDBG) program projects and will not fund Emergency Solutions Grants (ESG) program projects; therefore no consultation related to the allocation of ESG funds was conducted.

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

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

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

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Lowcountry Council of Governments was consulted on housing, homeless and non-housing community development needs during Lowcountry Affordable Housing Coalition meetings.</p>
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Table 2 – Agencies, groups, organizations who participated

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

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

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

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

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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

AP-12 Participation – 91.105, 91.200(c)

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

The Town of Hilton Head Island conducted a public meeting on April 29, 2019 to solicit input from citizens on community development needs. A public meeting notice was published in the local newspaper, The Island Packet, seven days preceding the public meeting in addition to being posted on the Town of Hilton Head Island website and at the Town Hall main entrance bulletin board. A presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, funding allocation amount, discussion of community needs, and staff recommended projects was prepared for presentation. Sixteen members of the public attended this meeting.

A draft Action Plan was released to the public on May 1, 2019 for a 30 day public comment period. Following this public comment period the draft Action Plan will be presented at the Town of Hilton Head Island Town Council meeting on June 4, 2019 for review and comment.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/ broad community	At the April 29, 2019 public meeting 16 members of the public attended.	<p>Summary of comments received:</p> <ol style="list-style-type: none"> 1. Additional parking and a playground are not needed at the Rowing & Sailing Center at Squire Pope Road Community Park. 2. Discussion of use of funds for programs to assist children attending the Boys and Girls Club of Hilton Head Island. 3. Discussion of use of funds for facility improvements and/or additions at the Boys and Girls Club of Hilton Head Island. 4. Discussion of CDBG program and project timeline and past years funding allocations. 5. Discussion of use of funds for historic preservation projects. 6. Discussion of location of Town owned Taylor and Patterson properties for future neighborhood parks. 	All comments accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Internet Outreach	Non-targeted/ broad community	Draft Action Plan posted on Town of Hilton Head Island website from May 1 -31, 2019. A dedicated public comment link was posted with the plan on the Town's website where the public could directly submit comments. Notification of Action Plan 30 day public comment period was sent via email blast to all email addresses listed on the Towns general notification list.	Summary pending close of 30 day comment period.	All comments will be accepted.	
3	Public Meeting	Non-targeted/ broad community	Draft Action Plan and resolution to approve plan and authorize submittal to HUD will appeared on the agenda of the regular Town of Hilton Head Island Town Council meeting on June 4, 2019.	Summary pending outcome of June 4, 2019 Town of Hilton Head Island Town Council meeting.	All comments will be accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The following table outlines the expected resources from the HUD Community Development Block Grant (CDBG) program the Town of Hilton Head Island expects having available during the 2019 – 2020 fiscal year (2019 program year) covered by this Action Plan. Distribution of allocated funds will be in the following two use categories: program administration will be allocated \$5,000 and public improvements and facilities will be allocated all remaining funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$236,013	\$0.00	\$0.00	\$236,013	\$0.00	2019 is the final program year for the current five year Consolidated Plan, therefore the allocation amount for the remaining years of the Consolidated Plan time frame is zero.

Table 5 - Expected Resources – Priority Table

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

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

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

The Town of Hilton Head Island owns the existing Rowing and Sailing Center at Squire Pope Community Park, a public park facility, where the playground and parking upgrades identified as needs in this plan will be constructed. This park facility is located in Census Tract 105 which has a low and moderate income household percentage above 51%. One of the community needs identified during a recent needs assessment meeting was public improvements and facilities. In an effort to meet this community need, Town owned public park facilities will be upgraded in this area.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities and Improvements	2019	2020	Non-Housing Community Development	Census Tract 105	Public Facilities and Improvements	CDBG: \$236,013	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10125 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Facilities and Improvements 5
	Goal Description	Provide funding for improvements to low and moderate-income neighborhoods.

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

At this time the Town of Hilton Head Island does not have the capacity to provide affordable housing units, to extremely low income, low income and moderate income households. However, public improvements in census tracts with 51% or higher low to moderate income households may be accomplished with Community Development Block Grant (CDBG) funds.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following table outlines the projects to be carried out by the Town of Hilton Head Island during the 2019 – 2020 fiscal year (program year 2019) covered by this Action Plan.

Projects

#	Project Name
1	Rowing and Sailing Center At Squire Pope Community Park Playground and Parking Upgrades
2	Program Administration

Table 7 - Project Information

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

The primary objective of Community Development Block Grant (CDBG) funds received by the Town of Hilton Head Island is to preserve and revitalize neighborhoods, enhance quality of life for residents and address priority community public services, community development, economic development, and redevelopment needs within applicable local, state, and federal statutes and regulations. For the 2019 – 2020 fiscal year (program year 2019), CDBG funds were allocated based on project readiness in census tracts with low and moderate income households comprising 51% or more of the population.

AP-38 Project Summary

Project Summary Information

1	Project Name	Rowing and Sailing Center At Squire Pope Community Park Playground and Parking Upgrades
	Target Area	Census Tract 105
	Goals Supported	Public Facilities and Improvements 5
	Needs Addressed	Public Improvements
	Funding	CDBG: \$231,013
	Description	Provide funding for improvements to low and moderate income neighborhoods.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated approximately 10125 persons will benefit from the proposed activities.
	Location Description	Rowing and Sailing Center at Squire Pope Community Park, 133 Squire Pope Road, Hilton Head Island, SC
	Planned Activities	Playground and parking upgrades.
2	Project Name	Program Administration
	Target Area	Town-Wide
	Goals Supported	Public Facilities and Improvements 5
	Needs Addressed	Administrative and Planning
	Funding	CDBG: \$5,000
	Description	Program Administration
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Drafting and submitting the Annual Action Plan, CAPER, related reports and program administration.

AP-50 Geographic Distribution – 91.220(f)

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

The geographic area within the Town of Hilton Head Island where assistance will be directed is Census Tract 105. Community development activities may include infrastructure improvements, new or improved public facilities, economic development or enhanced public services.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 105	98
Census Tract 108	0
Town-Wide	2

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Community Development Block Grant (CDBG) funds will be used to address the needs of low and moderate income areas. These areas are determined using Census Tracts which have a low and moderate income population of 51% or higher. CDBG funds will be designated for use on a project located in the low and moderate income Census Tract 105 within the boundaries of the Town of Hilton Head Island.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Housing Choice Voucher Program, commonly referred to as Section 8 Housing is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority Housing Choice Voucher Program is a tenant-based program and therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently four (4) units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

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

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

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

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

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

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

The Town of Hilton Head Island does not own or operate any public housing developments or units 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 726 residents in Beaufort County, South Carolina. It's important to note the Beaufort Housing Authority provides housing assistance to a total of 923 families in Beaufort County through all of their combined housing programs. In the Town of Hilton Head Island the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

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

The Beaufort Housing Authority works with resident services at each of the public housing developments and the Housing Choice Voucher Program to promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program which is a five year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, community garden clubs, and guest speaker sessions on health, nutrition, community living and library use. The Beaufort Housing Authority also works with the South Carolina Cancer Alliance to provide cancer screenings and Planned Parenthood to provide Teen Girl Empowerment programs to residents. The Beaufort County Library Bookmobile visits many of the Beaufort Housing Authority communities and there is a Head Start program located at the Sandalwood Terrace Apartments in the Town of Hilton Head Island.

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

Not applicable.

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

Introduction

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

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

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

The January 2018 point-in-time count results indicate 45 persons experiencing homelessness interviewed in Beaufort County. Thirteen of these persons were living unsheltered and 32 were living in shelters. The 2018 point-in-time count also shows three homeless veterans and one chronic homeless person. Data on transitional beds was not gathered in 2018. Compared to the total of 13 homeless counted in 2017, the 35 homeless counted in 2016 and the 37 homeless counted in 2015, the point-in-time count results for 2018 indicate an increase in homelessness in Beaufort County. This increase is similar to the statewide increase in homelessness cited in the South Carolina Interagency Council on Homelessness 2018 point-in-time report. A unique aspect of the 2018 point-in-time count conducted by the Lowcountry Homeless Coalition is that a higher participation rate among providers contributed to the increase in numbers for the sheltered count.

It must be noted, the homelessness figures above do not reflect homeless specifically in the Town of Hilton Head Island; these figures are for Beaufort County as a whole. The 2019 point-in-time count was conducted on January 23, 2019. Results are being tabulated and are anticipated to be available in late 2019.

Addressing the emergency shelter and transitional housing needs of homeless persons

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

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

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

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

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

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. 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.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	0
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	0

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

Introduction:

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

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

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

Affordable housing is encouraged through the Town of Hilton Head Island’s Comprehensive Plan. Building codes do not prevent the provision of affordable housing, but are necessary to providing housing standards for safety and habitability.

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

AP-85 Other Actions – 91.220(k)

Introduction:

The Town of Hilton Head Island anticipates taking the following actions throughout the fiscal year 2019 – 2020 fiscal year (program year 2019) to address the challenges listed below.

Actions planned to address obstacles to meeting underserved needs

As part of the 2019 – 2020 fiscal year (program year 2019), the Town of Hilton Head Island will determine where underserved populations are located through results from the Analysis of Impediments to Fair Housing Choice. To reduce the number of obstacles in meeting the needs of the underserved populations Town staff may assist with facilitating collaborations with area service organizations which spearhead community-wide solutions to local needs.

Actions planned to foster and maintain affordable housing

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

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

In 2018 the Town of Hilton Head Island engaged Lisa Sturtevant & Associates and Clemson University to develop workforce housing strategic plan. This plan was completed in April 2019 and identifies workforce housing needs on Hilton Head Island, defines workforce housing, makes strategy recommendation implementation steps and a workforce housing toolbox.

Actions planned to reduce lead-based paint hazards

Data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. At this time actions to address lead-based paint hazards

have not been identified.

Actions planned to reduce the number of poverty-level families

The Beaufort Housing Authority operates a Family Self-Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives.

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

Actions planned to develop institutional structure

The 2019 – 2020 fiscal year (program year 2019) is the fifth year the Town of Hilton Head Island will participate in the HUD Community Development Block Grant (CDBG) Entitlement Program. The Town of Hilton Head Island will report the 2018 – 2019 fiscal year (program year 2018) progress in meeting annual goals in the Consolidated Annual Performance Evaluation Report (CAPER) due in September 2019. The CAPER will be submitted in compliance with program requirements.

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

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

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, 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 area addressed in the areas of economy, education, poverty, and

health/environmental issues.

Program Specific Requirements

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

Introduction:

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

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

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

Other CDBG Requirements

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

Attachments

**NOTICE OF PUBLIC MEETING
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FISCAL YEAR 2019-20 ANNUAL ACTION PLAN**

Notice is hereby given that on **Monday, April 29, 2019 at 6:00 p.m.**, at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers located at 1 Town Center Court, the Town of Hilton Head Island will hold a public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2019-2020 Annual Action Plan. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2019-2020. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds in order to address those needs.

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



LEGALS & PUBLIC NOTICES

NOTICE OF PUBLIC MEETING COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2019-20 ANNUAL ACTION PLAN

Notice is hereby given that on Monday, April 29, 2019 at 6:00 p.m., at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers located at 1 Town Center Court, the Town of Hilton Head Island will hold a public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2019-2020 Annual Action Plan. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2019-2020. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds in order to address those needs.

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

THE ISLAND PACKET

AFFIDAVIT OF PUBLICATION

Account #	Ad Number	Identification	PO	Amount	Cols	Lines
446750	0004183837	NOTICE OF PUBLIC MEETING COMMUNITY DE	FISCAL YEAR 2019-20 ANNUAL	\$87.59	1	46

Attention: Teresa Haley

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

STATE OF)
SOUTH CAROLINA) AFFIDAVIT
COUNTY OF BEAUFORT)

**NOTICE OF PUBLIC MEETING
COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM
FISCAL YEAR 2019-20 ANNUAL
ACTION PLAN**

Notice is hereby given that on Monday, April 29, 2019 at 6:00 p.m., at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers located at 1 Town Center Court, the Town of Hilton Head Island will hold a public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2019-2020 Annual Action Plan. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2019-2020. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds in order to address those needs.

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

I, Renee Jones, makes oath that the advertisement, was published in The Island Packet and The Beaufort Gazette, a newspaper published in Beaufort County, State and County aforesaid, in the issue(s) of

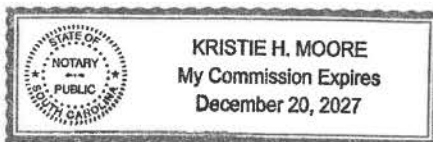
1 Insertions

Published On:
April 22, 2019



Renee Jones
Inside Classified Accounts
Representative

Subscribed and sworn to before me
this 23rd day of April, 2019




Kristie Moore
Notary Public for South Carolina
My Commission Expires:
December 20, 2027

Benson Marcy

From: Benson Marcy
Sent: Monday, April 22, 2019 10:55 AM
To: Benson Marcy
Cc: Ray Jennifer
Subject: Public Meeting Notice Town of Hilton Head Island CDBG Annual Action Plan

In consideration of the interest you have expressed in the past for the Town of Hilton Head Island Community Development Block Grant program you are receiving this meeting notification.

Notice is hereby given that on **Monday, April 29, 2019 at 6:00 p.m.**, at the **Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers located at 1 Town Center Court**, the Town of Hilton Head Island will hold a public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2019-2020 Annual Action Plan. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2019-2020. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds in order to address those needs.

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Kind Regards,

Marcy Benson
Senior Grants Administrator
Town of Hilton Head Island
1 Town Center Court
Hilton Head Island, SC 29928
(843) 341-4689

Benson Marcy

From: Phillips Rene
Sent: Monday, April 22, 2019 11:36 AM
To: Benson Marcy
Subject: FW: Courtesy Copy: CDBG Program Notice of Public Meeting - FY 2019-20 Annual Action Plan

*René Phillips, 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, April 22, 2019 11:36 AM
To: Phillips Rene; Spinella Kelly; Grant Carolyn
Subject: Courtesy Copy: CDBG Program Notice of Public Meeting - FY 2019-20 Annual Action Plan

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 (5295 recipients)

--- Notice of Public Meeting ---



Community Development Block Grant Program Fiscal Year 2019-20 Annual Action Plan

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View full meeting notice at

<http://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=505>

***For additional information, contact our Senior Grants Administrator
Marcy Benson at 843- 341-4689 or marcyb@hiltonheadislandsc.gov***



www.hiltonheadislandsc.gov

STAY CONNECTED:



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

SUBSCRIBER SERVICES:

[Manage Preferences](#) | [Unsubscribe](#) | [Help](#)

Town of Hilton Head Island Website – Main Page

April 22, 2019

2019 – 2020 CDBG Annual Action Plan Public Meeting Notice

The screenshot displays the official website of the Town of Hilton Head Island. At the top, the town's logo and name are prominently featured, along with navigation links for Employment Opportunities, Topic Index, and Contact Us. A search bar is also present. Below the header, a main navigation bar includes links for Government, Online Services, Departments, Our Island, Public Safety, and Publications.

The left sidebar, titled 'How Do I...', provides quick access to various services such as applying for jobs, contacting departments, finding information, and participating in events. Below this, 'Major Initiatives' highlights the US 278 Gateway Corridor Improvements and the Workforce Housing Project. The 'E-Subscription Service' section allows users to sign up for alerts and updates.

The central content area is divided into several sections: 'Hot Topics' featuring 'Hilton Head Island Beach Parks' and 'US 278 Gateway Corridor Improvements'; 'Announcements' regarding the 'SC 170 Corridor Access Management Plan'; 'News and Media Releases' including an insurance office rating upgrade and tennis court closures; and 'Recent Publications' listing various articles and newsletters.

The right sidebar contains utility links like 'Town Council Strategic Goals', 'CIP Dashboard', and 'Financial Dashboard'. It also lists 'Upcoming Meetings' for various committees and the town council, along with a 'Meeting Calendar' and 'Meeting Broadcasting & Video Archive'.

At the bottom of the page, there are logos for Audubon International, Tree City USA, and the Connected Community initiative, followed by a detailed footer with contact information and a sitemap.

Town of Hilton Head Island Website

April 22, 2019

2019- 2020 CDBG Annual Action Plan Public Meeting Notice Page

The screenshot shows the website for the Town of Hilton Head Island, Beaufort County, South Carolina. The page features a navigation menu with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. A search bar is located in the top right corner. The main content area is titled "Notice of Public Meeting" and includes the following information:

Community Development Block Grant Program Fiscal Year 2019-20 Annual Action Plan

Release Date: April 22, 2019

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

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The footer of the page contains a navigation menu with links for Government, Online Services, Departments, Our Island, Public Safety, Publications, Contact Us, Home, Town of Hilton Head Island, One Town Center Court, Hilton Head Island, South Carolina 29928, (843) 341-4600, Employee Portal, Website Policies, Social Media Public Use Policy, and Contact Webmaster.

TOWN OF HILTON HEAD ISLAND

ANNUAL ACTION PLAN FISCAL YEAR 2019-2020

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ENTITLEMENT PROGRAM

APRIL 29, 2019 6:00PM

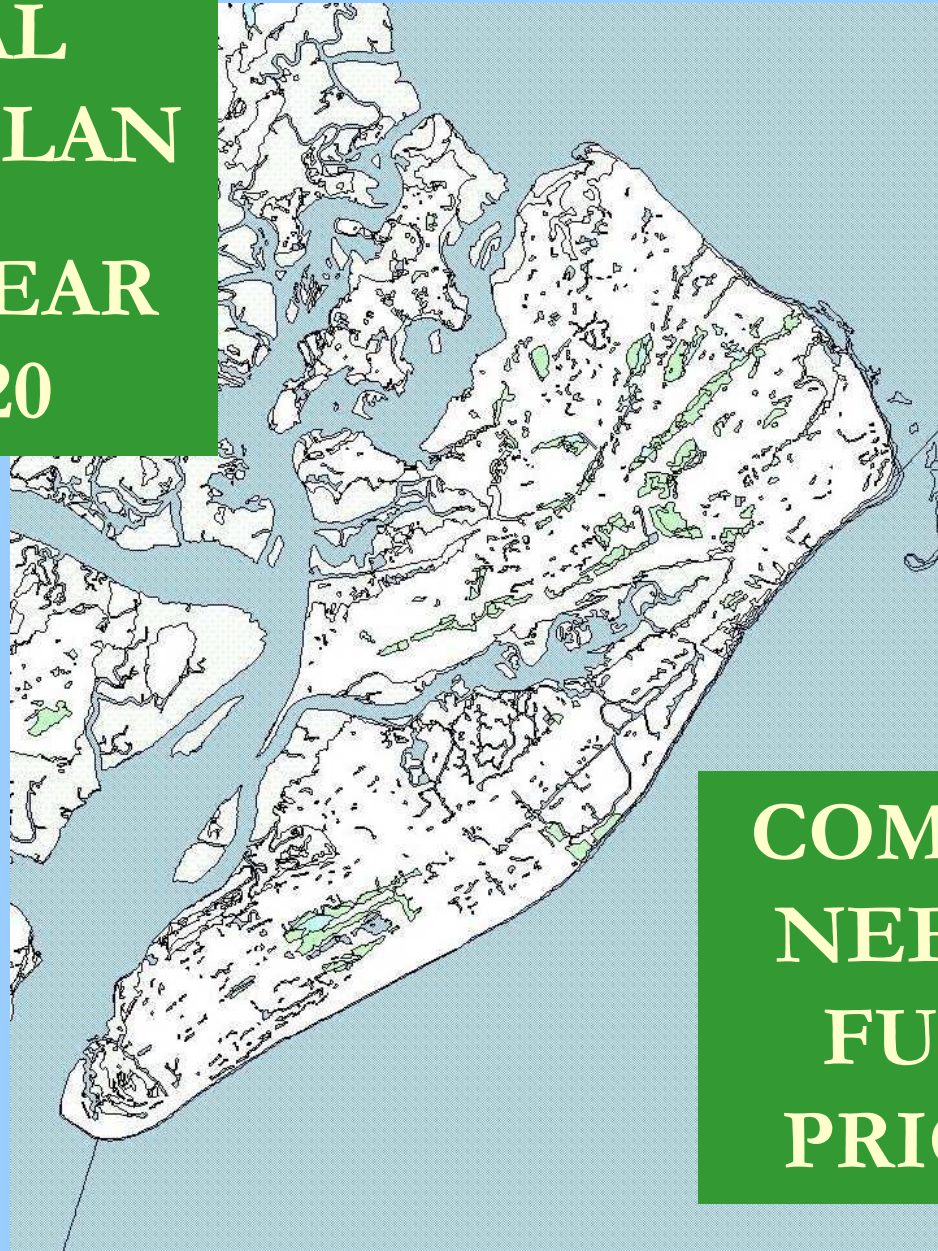
AGENDA

- Welcome and Sign-in
- CDBG Entitlement Program Overview/Estimated Funding Amount
- Purpose of Annual Action Plan
- Projects Listed in 2015-2019 Consolidated Plan
- Public Discussion of Community Needs
- Next Steps in Annual Action Plan Process

**ANNUAL
ACTION PLAN
FISCAL YEAR
2019-2020**

**TOWN OF
HILTON HEAD
ISLAND, SC**

**APRIL 29, 2019
PUBLIC
MEETING**



**COMMUNITY
NEEDS AND
FUNDING
PRIORITIES**

Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by the U.S Department of Housing & Urban Development (HUD).
- Provides annual grants on a formula basis to entitled cities and counties based on population data from the U.S. Census Bureau.
- In fiscal year 2019-20 the Town of Hilton Head Island has been allocated CDBG funding in the amount \$236,013.
- The annual amount of CDBG Entitlement funding fluctuates each year of program participation.
- Funds are to be used to benefit low-and-moderate income persons, based on HUD guidelines and U.S. Census data.

Low-and-Moderate Income (LMI)

- HUD defines low-and-moderate income households/families as earning annual income less than 80% of the area median income
- The number of people in the household/family is also considered in the calculation.
- Low-Income households/families earn equal to or less than 50% of the area median income.
- Moderate-Income households/families earn equal to or less than 80% of area median income.

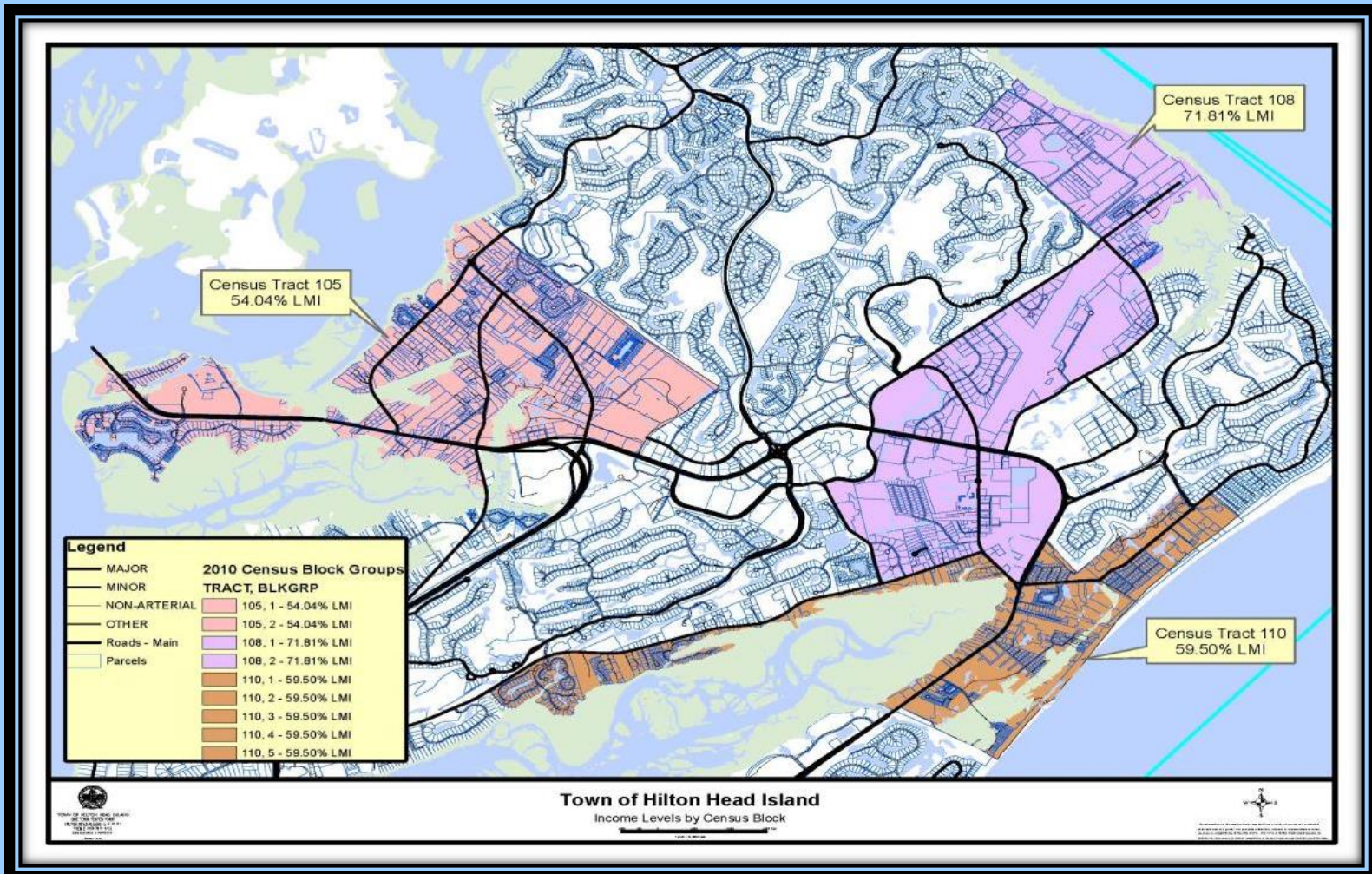
LMI Example

- Beaufort County FY 2018 Median Income = \$72,200.
- A low-income family of 4 must have a combined annual income of \$36,100 or less.
- A moderate-income family of 4 must have a combined annual income of \$57,750 or less.
- If a household/family has fewer people the income limit is lower.
- If a household/family has more people the income limit is higher.

Fiscal 2018 Year Income Limits Summary

FY 2018 Income Limit Area	Median Income	FY 2018 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Beaufort County	\$72,200	Low (50%) Income Limits	\$25,300	\$28,900	\$32,500	\$36,100	\$39,000	\$41,900	\$44,800	\$47,700
		Moderate (80%) Income Limits	\$40,450	\$46,200	\$52,000	\$57,750	\$62,400	\$67,000	\$71,650	\$76,250

Census Tracts Meeting LMI Requirement



Annual Action Plan

Purpose

Provides a summary of actions, activities, and federal and non-federal resources to be used each year to address priority needs and specific goals identified in the 5 Year Consolidated Plan.

Projects in 2015-2019 Consolidated Plan

Program Year	Project Name	Project Description	Estimated Amount	Target Area
2015	Blazing Star Lane Paving (Completed)	Paving Dirt Road	\$202,347	Census Tract 105
2016	Rhiner Drive Paving (Completed)	Paving Dirt Road	\$196,123	Census Tract 105
2017	Island Recreation Center Playground Upgrade	Recreational Facilities Improvement	\$200,781	Census Tract 105
2018	Public facilities & improvements or housing activity or other real property improvements	Street, Utility or Recreational Facilities & Improvements, or Housing Activity, or Historic Preservation	\$234,127	Census Tract 105, 108, or 110
2019	Public facilities & improvements or housing activity or other real property improvements	Street, Utility or Recreational Facilities & Improvements, or Housing Activity, or Historic Preservation	\$236,013	Census Tract 105, 108 or 110

Proposed Use of 2019 CDBG Funds

Based on public comments received during the recent Consolidated Plan substantial amendment process

- Public Facilities & Improvements Projects
 - Playground and Parking Upgrades at the Rowing & Sailing Center at Squire Pope Community Park
 - OR
 - Neighborhood Parks at the Taylor and Patterson Town Owned Properties

What Will Be Done Next?

- Based on input received Town staff will complete the draft FY19-20 Annual Action Plan.
- 30-day public comment period for the draft plan will begin May 1st.
- Public comments reviewed & included in draft plan.
- Draft plan presented to Town Council on June 4th.
- Final draft plan submitted to HUD in no later than June 10, 2019.

~ Thank you for participating ~

PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Brad Tapp		
MURK BRIDGES		
Pam Freedman		
Lue Joseph		
M. Abdul-Malik		
Steve Hasley		
Russ Whiteford		
Kathy Rahn		
Rev. Dr. Nannette Pearson		
Kim Wilkins		
Louise M. Cohen		

PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
IBRAHIM ABDEL-MALIK	[REDACTED]	[REDACTED]
Ken Campbell		
Chris Pate		
DANIEL GODSUN		
PAT ZOK		

Public Meeting Minutes
Public Meeting to Solicit Input and Discuss
Community Development Block Grant (CDBG) Entitlement Program
Annual Action Plan Fiscal Year 2019-2020 (Program Year 2019)

Monday, April 29, 2019 6:00pm
Town of Hilton Head Island Town Hall
Benjamin M. Racusin Council Chambers
1 Town Center Court, Hilton Head Island, SC

Present: Sixteen members of the public attended. See attached sign-in sheet.

Marcy Benson, Senior Town Grants Administrator, began the public meeting at 6:10pm in the Benjamin M. Racusin, Council Chambers of the Town of Hilton Head Island Town Hall. A PowerPoint presentation was given describing the Community Development Block Grant (CDBG) Entitlement Program, the CDBG funding allocation amount available for program year 2019 and staff recommended projects for the fiscal year 2019-2020 annual action plan. Sixteen members of the public attended this public meeting.

Public comments were made by meeting attendees. Comments included:

- Additional parking and a playground are not needed at the Rowing & Sailing Center at Squire Pope Road Community Park.
- Discussion of use of funds for programs to assist children attending the Boys and Girls Club of Hilton Head Island.
- Discussion of use of funds for facility improvements and/or additions at the Boys and Girls Club of Hilton Head Island.
- Discussion of CDBG program and project timeline and past years funding allocations.
- Discussion of use of funds for historic preservation projects.
- Discussion of location of Town owned Taylor and Patterson properties for future neighborhood parks.

The meeting concluded with Town staff stating the fiscal year 2019-2020 annual action plan 30 day public comment period will begin on May 1st and recommended comments be submitted via the Town website. Attendees interested in submitting a project proposal to be considered for inclusion in the fiscal year 2019-2020 annual action plan where instructed to do so no later than noon on Tuesday, April 30, 2019.

Attendees were thanked for participating and the public meeting adjourned at approximately 7:10pm.

Public Comment Summary
For the Town of Hilton Head Island
Fiscal Year 2019-2020 (Program Year 2019)
Annual Action Plan

Public Comments Received During April 29, 2019 Public Meeting:

- Additional parking and a playground are not needed at the Rowing & Sailing Center at Squire Pope Road Community Park.
 - Discussion of use of funds for programs to assist children attending the Boys and Girls Club of Hilton Head Island.
 - Discussion of use of funds for facility improvements and/or additions at the Boys and Girls Club of Hilton Head Island.
 - Discussion of CDBG program and project timeline and past years funding allocations.
 - Discussion of use of funds for historic preservation projects.
 - Discussion of location of Town owned Taylor and Patterson properties for future neighborhood parks.
 - Public comment letters received on April 30, 2019 in support of using CDBG funds for facility improvements at the Boys & Girls Club of Hilton Head Island are attached.
-



BOYS & GIRLS CLUB

HILTON HEAD ISLAND CLUB

Batten Family Club

PO Box 22267
151 Guntree Road
Hilton Head Island, SC 29925
(843) 689-3646

April 30, 2019

Dear Town of Hilton Head Island Staff,

Thank you for the opportunity to provide public input into the needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2019-2020 Annual Action Plan. As requested last night at the public meeting (April 29, 2019), we would like for you to add to the Public Improvements and Facilities project list facility improvements needed at the Boys & Girls Club of Hilton Head Island. The facility is located in census tract 105 which qualifies for these funds and the majority of Club members are youth whose families also fall in the low to moderate income brackets.

The Boys & Girls Club is eager to work in partnership with the Town of Hilton Head Island to provide for the needs of the families of our community who are most vulnerable. We work tirelessly every day to improve the quality of life for these families and we would consider it a privilege to work with you to expend these grant funds in a way that can be maximized by those who need them most.

With deep appreciation,

Kim Likins

Kim Likins
Director
Boys & Girls Club of Hilton Head Island

Officers

President

Sandy West

Vice President

Russ Whiteford

Executive Secretary

Don Krahnke

Assistant Secretary

Rosanne Ball

Treasurer

Amy Graybill

Board Members

Diane Bartlett
Ingrid Boatright
Mike Briggs
Todd Brooks
Gale Brown
Kenneth Campbell
James Capps
Charles Dattelbaum
Tracy Ferguson
Peter Fleming
Pamela Freedman
Charles Gobrecht
Ken Groff
Jacque Johnson
Jennie Johnson
Mike Joyce
Jerome Okarma
John O'Toole
Abby Petkov
Tom Roger
Stan Smith
Lisa Snider
Brad Tufts
Jose Vargas

Unit Director

Kim Likins

Program Director

Daniel Godsun, Sr.

Executive Director

Chris Protz

www.bgclowcountry.org



A United Way Agency

Daniel Godsun Sr., Program Director
Boys & Girls Club of Hilton Head Island
P.O. Box 22267
Hilton Head Island, SC 29925
April 30, 2019

Marcy Benson
Senior Grants Administrator
Town of Hilton Head Island
One Town Center Court
Hilton Head Island, SC 29928

Dear Marcy Benson:

I truly appreciate your time and presentation of the 2019 CDBG Funds, at last night's meeting. As you requested, I am submitting the proposal – strongly suggested from the majority of residents in attendance – to have town council consider the 2019 CDBG Funds be used for:

* Facility improvement to the Boys & Girls Club of Hilton Head Island

As strongly requested in last night's meeting, please be sure to add, to the draft plan for public comment and for submission to our town council, the recreational facility and improvement to the Boys & Girls Club of HHI, which will directly benefit the families within our community.

Yours in Youth Development,

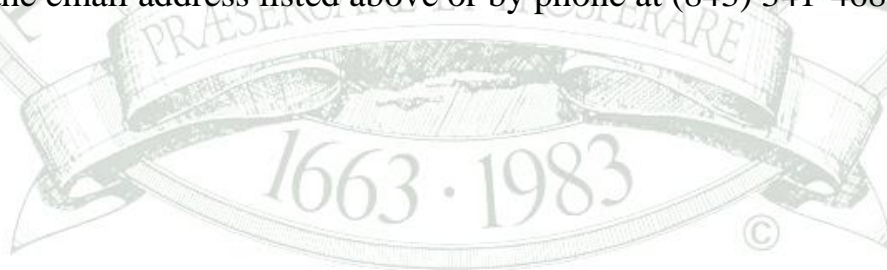
A handwritten signature in black ink, appearing to read 'DGSr', written in a cursive style.

Daniel Godsun Sr.
Program Director

**NOTICE OF 30 DAY PUBLIC COMMENT PERIOD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FISCAL YEAR 2019-20 ANNUAL ACTION PLAN**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2019 -2020 (program year 2019) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Wednesday, May 1, 2019. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm at the Town of Hilton Head Island Town Hall, or may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov> beginning May 1, 2019. Written comments on the Plan 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 May 31, 2019.

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Town of Hilton Head Island Website – Main Page

May 1, 2019

2019 – 2020 CDBG Annual Action Plan Public Comment Period Notice

The screenshot shows the main page of the Town of Hilton Head Island website. At the top, the logo for the Town of Hilton Head Island is displayed, along with navigation links for Employment Opportunities, Topic Index, and Contact Us. A search bar is located in the top right corner. Below the header is a main navigation menu with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications.

On the left side, there is a 'How Do I...' sidebar with a list of actions such as 'Apply for...', 'Contact...', 'Find...', 'Obtain...', 'Pay...', 'Participate...', 'Register...', 'Renew...', 'Report...', 'Schedule...', 'Subscribe to...', 'Submit a...', and 'View...'. Below this is the 'Major Initiatives' section, which includes 'US 278 Gateway Corridor Improvements', 'Hilton Head Island- Our Plan', and 'Workforce Housing Project'. There is also an 'E-Subscription Service' section with a form for entering an email address and a 'Seasonal Safety Tips' icon.

The central content area features a large banner for 'Hilton Head Island Beach Parks'. Below the banner is the 'Hot Topics' section, which includes 'Crosswalk Safety Enhancements', 'US 278 Gateway Corridor Improvements', 'Hilton Head Island - Our Plan', and 'Workforce Housing Project'. The 'Announcements' section contains 'SC 170 Corridor Access Management Plan - Improving Corridor Safety', 'Insurance Services Office Public Protection Rating Upgrade for The Hilton Head Island Fire Rescue', and 'Hilton Head Island Fire Rescue recently received the Insurance Services Office (ISO) rating of Class 2'. The 'News and Media Releases' section includes 'Community Development Block Grant (CDBG) Program Notice of 30 Day Public Comment Period Fiscal Year 2019-2020 Annual Action Plan - 5/1/2019', 'Pope Avenue Lane Closures from Sea Pines Circle to Lagoon Road Scheduled April 29 through May 9 - 4/26/2019', 'Town of Hilton Head Island Acquires Former Car Dealership Site - 4/23/2019', and 'Tennis Courts at Cordillo Parkway to be Closed for Construction Work, Beginning April 22 - 4/19/2019'. The 'Recent Publications' section lists 'Mayor McCann's Monthly Article as seen in Celebrate Hilton Head Magazine - Better Up for Parks and Recreation Planning - May 2019', 'Mayor McCann's Monthly Article as seen in The Hilton Head Sun - New USCB Campus a Shining Example of Partnership - March 2019', and 'Winter 2019 Edition of "Our Town" Newsletter'.

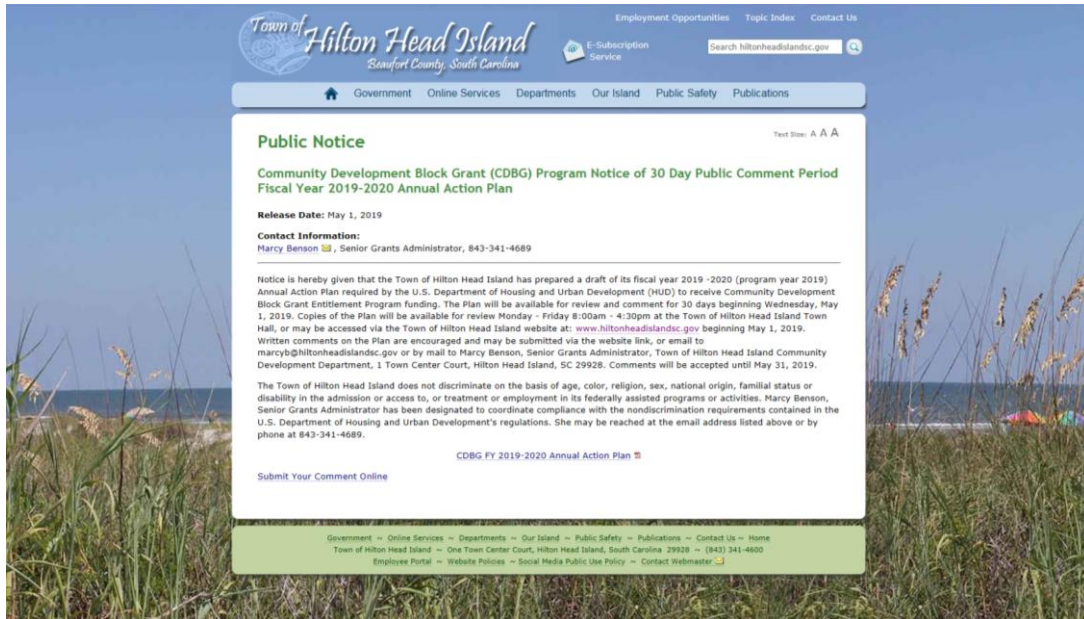
On the right side, there is a sidebar with various utility links and meeting schedules. The 'Town Council Strategic Goals' section includes 'CIP Dashboard', 'Financial Dashboard', 'Trolley Service', 'Open Town Hall HHI', 'Office of Cultural Affairs', 'Building & Development', and 'Sustainability on Hilton Head Island'. The 'Boards, Committees, Commissions' section includes a 'Meeting Calendar' and 'Upcoming Meetings' for the Planning Commission, Gullah-Geeches Land & Cultural Preservation Task Force, Pre-Application Meeting, Finance & Administrative Committee, Town Council, and Parks & Recreation Commission. There is also a 'Meeting Broadcasting & Video Archive' link.

At the bottom of the page, there are logos for Audubon International, Tree City USA, and the Town of Hilton Head Island.

Town of Hilton Head Island Website

May 1, 2019

2019- 2020 CDBG Annual Action Plan Public Comment Period Notice Page



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Public Notice Text Size: A A A

Community Development Block Grant (CDBG) Program Notice of 30 Day Public Comment Period Fiscal Year 2019-2020 Annual Action Plan

Release Date: May 1, 2019

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

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[CDBG FY 2019-2020 Annual Action Plan](#)

[Submit Your Comment Online](#)

The footer contains a breadcrumb trail: Government → Online Services → Departments → Our Island → Public Safety → Publications → Contact Us → Home. Below this is the town's address: Town of Hilton Head Island → One Town Center Court, Hilton Head Island, South Carolina 29928 → (843) 341-4600. The final line of the footer lists: Employee Portal → Website Policies → Social Media Public Use Policy → Contact Webmaster.

Benson Marcy

From: Phillips Rene
Sent: Wednesday, May 01, 2019 11:38 AM
To: Benson Marcy
Subject: FW: Courtesy Copy: CDBG Program 30 Day Public Comment Period for FY 2019-2020 Annual Action Plan

*René Phillips, 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: Wednesday, May 01, 2019 11:36 AM
To: Spinella Kelly; Phillips Rene; Grant Carolyn
Subject: Courtesy Copy: CDBG Program 30 Day Public Comment Period for FY 2019-2020 Annual Action Plan

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 (5297 recipients)

--- Public Notice ---



Community Development Block Grant (CDBG) Program

Notice of 30 Day Public Comment Period Fiscal Year 2019-2020 Annual Action Plan

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2019 -2020 (program year 2019) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Wednesday, May 1, 2019. Copies of the Plan will be available for review Monday - Friday 8:00am - 4:30pm at the Town of Hilton Head Island Town Hall, or may be accessed via the Town of Hilton Head Island website at www.hiltonheadislandsc.gov beginning May 1, 2019. Written comments on the Plan 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 May 31, 2019.

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

View the full public notice and Annual Action Plan or submit your comments online at
<http://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=508>

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*For additional information, contact our Senior Grants Administrator
Marcy Benson at 843=341-4618 or marcyb@hiltonheadislandsc.gov*



www.hiltonheadislandsc.gov

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NOTICE OF 30 DAY PUBLIC COMMENT PERIOD COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2019-20 ANNUAL ACTION PLAN

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2019 -2020 (program year 2019) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Wednesday, May 1, 2019. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm at the Town of Hilton Head Island Town Hall, or may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov> beginning May 1, 2019. Written comments on the Plan 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 May 31, 2019.

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Public Comment Summary
For the Town of Hilton Head Island
Fiscal Year 2019-2020 (Program Year 2019)
Annual Action Plan

Public Comments Received During April 29, 2019 Public Meeting:

- Additional parking and a playground are not needed at the Rowing & Sailing Center at Squire Pope Road Community Park.
- Discussion of use of funds for programs to assist children attending the Boys and Girls Club of Hilton Head Island.
- Discussion of use of funds for facility improvements and/or additions at the Boys and Girls Club of Hilton Head Island.
- Discussion of CDBG program and project timeline and past years funding allocations.
- Discussion of use of funds for historic preservation projects.
- Discussion of location of Town owned Taylor and Patterson properties for future neighborhood parks.
- Public comment letters received on April 30, 2019 in support of using CDBG funds for facility improvements at the Boys & Girls Club of Hilton Head Island are attached.

Public Comments Received During 30 Day Comment Period (May 1 -31, 2019):

As of May 22, 2019 nine public comments have been submitted via the Town of Hilton Head Island website. Of these nine comments two support and seven oppose the Fiscal Year 2019 – 2020 Annual Action Plan as presented. Attached to this plan is a public comment report listing the nine comments.

Public Comments Submitted Online for

CDBG FY 2019-2020 Annual Action Plan

Total Comments: 9 Support: 3 Oppose: 6

Support:

After viewing the information in the package for the block grant program. I support the recommendation from staff to make modifications and improvements to the Rowing Center on Squire Pope Road. With all due respect, I have to say that I am opposed to appeal the from the Boys and Girls Club. The recommendation from staff came about through a process... a public process...of several painstaking meetings, to arrive at this recommendation. I think it would have been more appropriate for the representatives of the Boys and Girls Club, to have been present at some of those meetings at the start of the process to give their opinions. Respect the Process! Lest we forget, CDBG funding was provided to the REC Center to assist with the building of a playground at the newly renovated facility, this decision was met with a tremendous amount of public disapproval because nowhere in 'the process' was there any mention of this specific need! I understand that a decision had to be made to meet a certain deadline, and under those circumstances, I found it acceptable for the town to do what it did...this is not the case here. Respect the process! Public trust has been a long standing issue between the Town of Hilton Head and a significant number of original people of this island, I believe a movement from this recommendation to enhance the public facility at the Squire Pope Park, will aid in sustaining those issues of distrust, rather than easing it! I have one simple recommendation...Respect the process!

Ibrahim Abdul Malik
[REDACTED]

Submitted: 5/9/2019

Support

Thank you for opening this up for public input. As a long time "islander" I am in total support for more neighbor parks especially on the town owned property listed within the package ie. Taylor and Patterson properties. These particular areas are well over due for future public neighborhood parks. The number of homes currently being built within the Marshland Rd area is screaming for a neighbor park, not to mention the number of families with children, within the Habitat for Humanity Development. This particular area of the island with it beautiful Broad Creek location should began to receive some public attention. The closest parks within this rapidly growing area is either Chaplin Park or Honey Horn. The Patterson property is an ideal location for a neighbor park. On another note, is would be great to slow the traffic down within that area as well. From Leg O'Mutton Rd to Mathews Drive Circle is an open speedway! 55 Mph + at time! With the amount of homes currently being built within this area and the amount of young kids(Habitat for Humanity area in particular) playing within the streets, our public's safety is greatly being overlooked. Give the families a safe haven within this area.

In regards to the Taylor property again, needed and well over due. The lower to moderate families living within this area deserve to have a safe neighbor park within walking distance to them as well.

The Rowing and Sailing Center has began to establish it self as a landmark for small events ie, cook outs, family gatherings, fishing/crabbing lessons, ect. Let's focus on bringing some of that attention within other segments of the community such as the Taylor and Patterson properties. Let's try and help these areas " catch-up"!

In Regards to the Boys and Girls Club, We are all blessed to live within an area with such caring and giving people. The Boys and Girls Club has been able to raise countless Dollars in order to achieve financial Goals within the past. If I am correct, they are also beneficiaries of ATAX funds from the Town of Hilton Head Island. They are well advanced in regards to "progress" in

comparison to the other areas mentioned within this comment form. As to "facility Improvements," all though needed, let's improve others areas as well so that "ALL" areas can take advantage of our islands public amenities.

Submitted: 5/13/2019

Support

I support wholeheartedly the application of the Boys & Girls Club for use of the available funds. The money will be applied to the neediest children in our community, and otherwise meets the requirements of the grant. It is the right thing to do, and is far superior to the proposal to add parking to the Rowing Center.

Jerry Okarma
[REDACTED]

Submitted: 5/22/2019

Support

Oppose:

I am a current employee at the Boys & Girls Club of HHI. I have worked during the summer of 2015 as well as now, full time, since October 2018. Since working with, on average, 250 kids a day that attend our local after school and summer program, I have seen a great need for a covered pavilion at our facility. During days that there is rain or extreme heat, our members are forced to crowd into our building for meals and/or recreational activities. We have no other option but to have children eating their meals in the halls and gym floor in order to have enough space for everyone to eat. It would be so beneficial if the children had a protected area outside that they could eat and play even when the weather is not ideal. I work mainly with our pre-teens and teens who are endlessly asking to play basketball or other sports. Unfortunately, when they are unable to play outside because of weather and there are other grades in the gym for programming, they are left with no option for recreational play. With a covered pavilion, we would be able to increase our recreational programming during rain and summer months when playing outside is not usually an option. I oppose the current plan of increasing paving/parking at the HHI Rowing Center because I do not believe that plan increases the well-being of our community or serves the local families and children. I believe focusing funding to a covered pavilion at the Boys & Girls Club of HHI will both serve our children as well as our community in a positive and useful way.

Melissa Whitton

Submitted: 5/8/2019

Oppose

Hello, I am an employee of the Boys & Girls Club of Hilton Head Island and I believe that we are in need of a covered pavilion for our children. There are many reasons why we are in need, but two reasons stand among the rest which all relate back to our beautiful and unpredictable Lowcountry weather. The first reason why I believe that our Club is in need of a covered pavilion is due to the long hot days that our Lowcountry brings. There are some days where our children are scheduled to be outside many hours over the course of a day with us planning activities to do for them such as fishing, golfing, chalk drawing, soccer, gardening, etc; yet when the heat index goes above a certain degree, we cannot have our children be outside and have them do these amazing activities that we know that they would love. We will have fun activities planned for them, but when it is so hot out and that all you and the children are able to think about is the sweat dripping off your body and how uncomfortable you are, it is hard to have any fun at all. Providing The Boys and Girls Club with a pavilion would give our members a chance to be outside during the scolding, long hot days of our Lowcountry summers with them being able to relax in the shade for a bit while we complete these activities with our members. Another reason why our members and Club are in dire need of a pavilion is due to the one other thing that our Lowcountry is known for: the unpredictable rain showers. Everyday during the school year, we provide our children with a full dinner meal to eat and during the Summer, we provide our members with 3 meals, breakfast, lunch, and a snack. Unfortunately, when it rains, we have no where for our members to eat so we have to resort to having the

children either sit on the floor in our hallways, the floor of our gym, or being cramped in our educational spaces. This is very hard for both staff and children, especially our younger kindergarten through 5th grade members due to them not always knowing correct areas to go, making big messes by spilling milk, corn, rice, etc., and not being able to stick to their daily schedule of being able to go outside. It wastes more time that we could be doing educational or fun programming with our members, but instead we have to be focused on cleaning up everything because with children, it is inevitable that they will make a mess. With students being able to eat under a pavilion outside even though it would be raining, it would change the whole atmosphere of rainy days at our club. As a staff member working for The Club, rainy days are always the hardest and most stressful when it comes to our members eating inside. Due to not having a pavilion cover at our Club, our members have missed out on a lot of opportunities that I can only image they would get if we had one. Having a pavilion would not only be great for our members and staff, but it would also be great for our community because our Club hosts many events here such as the One Island 4th of July Event. With a pavilion, this would also help out this event and I am sure that many other events would want to take place at our amazing Club as well. Thank you for your time and consideration of installing a pavilion at The Boys & Girls Club of Hilton Head.

Kassandra Wiedower

Submitted: 5/8/2019

Oppose

The Boys and Girls Club on Hilton Head Island serves hundreds of children every day. They have no facility to feed these children after school, or in case of inclement weather a place to be. They need a covered pavilion to protect the children from the rain. If there is inclement weather the children have to eat in the hallways, sit on the floor or in the bleachers. Not an ideal situation to serve the children.

We do not need another parking lot. We need to protect our children at the Boys and Girls Club. Please vote for a covered pavilion.

A Dedicated employee at the Boys and Girls Club of Hilton Head

Hilton Head Island

Submitted: 5/13/2019

Oppose

How is it possible that the Rowing and Sailing Center even qualifies for the HUD grant funds? This is very disappointing to see this is the proposal. I would be in favor to allocate such funds the Boys and Girls Club of Hilton Head. This is an organization that actually serves low and moderate income families.

Tracy Ferguson
[REDACTED]

Submitted: 5/18/2019

Oppose

We remain hopeful that your HUD monies for 2017, 2018 and 2019 can be targeted to the Boys & Girls Club. There is such necessity there rather than another playground or parking for the boating house. PLEASE RE-EVALUATE YOUR DECISIONS. They serve 55,000 meals there annually and need shelters for the outdoor service. These kids are fantastic and need your love and attention, JUST AS IF THEY WERE YOUR OWN KIDS AND GRANDKIDS. We understand you have to make a decision shortly so please, sleep better at night knowing you are doing the right things for the kids facing poverty in the utopia we call home. PLEASE reverse your decisions and let's make these kids smile greater. They have a future IN YOUR HANDS.

Thank you and pleasant dreams.

Submitted: 5/20/2019

Oppose

HUD Community Block Grants are to support low to moderate-income individuals to help improve their lives. Using this money to be used for a facility improvement which includes building a playground and parking improvements at the Rowing & Sailing Center is not in the best interest for the low to moderate income families in this community. While this is in the low to moderate-income Census Tract, this is not a need and it does not truly improve the lives of low to moderate-income individuals. Other than the fishing pier, this facility is primarily used by people who are kayaking, Hilton Head Crew team and for weddings. The April 29th meeting was intended to discuss community needs and instead the town told us this was the project they were pursuing. HUD funds should be used in the best and highest ways possible to serve the families they are meant to serve and the 2019-20 project at the Rowing & Sailing Center does not do that. Please consider using these funds to support facility upgrades at the Boys & Girls Club where over 250 children everyday come to receive greatly needed services and these families are the most vulnerable of our community and we are in the required census tract. Thank you.

Jacque Johnson



Submitted: 5/20/2019

Oppose

MEMORANDUM

TO: Town Council

FROM: Joshua A. Gruber, Assistant Town Manager

RE: Proposed Resolution Encouraging the South Carolina General Assembly to adopt H. 3063, "Hate Crime Bill"

DATE: June 4, 2019

Recommendation: Staff recommends approval of the attached Resolution.

Summary: The attached, proposed Resolution authorizes the Mayor to express to the S.C. General Assembly Town Council's support for H. 3063, "Hate Crime Bill."

Background: H. 3063, "Hate Crime Bill," currently resides in the House Judiciary Committee. South Carolina is one of only five states in the country that does not have any laws on hate crimes. H. 3063 provides penalties for a person convicted of a crime with the intent to assault, intimidate, or threaten a person because of his race, religion, color, sex, age, national origin, sexual orientation, or homelessness.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ENCOURAGING THE SOUTH CAROLINA GENERAL ASSEMBLY TO ADOPT H. 3063, "HATE CRIME BILL."

WHEREAS, according to the Federal Bureau of Investigations, in 2017, hate crimes across the United States rose by 17 percent and nearly three out of five incidents were related to race and ethnicity ("Incidents, Offenses, Victims, and Known Offenders by Bias Motivation, 2017"); and

WHEREAS, South Carolina is one of only five states in the United States that does not have any laws on hate crimes; and

WHEREAS, H. 3063 is currently being considered by the House Judiciary Committee; and

WHEREAS, H. 3063 provides penalties for a person convicted of a crime with the intent to assault, intimidate, or threaten a person because of his race, religion, color, sex, age, national origin, sexual orientation, or homelessness; and

WHEREAS, Town Council desires to promote the safe and quiet enjoyment of all residents and visitors; and.

WHEREAS, in order to protect the health, safety, and welfare of the citizens and visitors of Hilton Head Island, Town Council desires to authorize the Mayor to express to the S.C. General Assembly its support for H. 3063, "Hate Crime Bill."

NOW, THEREFORE, BE IT AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT the Town Council of the Town of Hilton Head Island hereby authorizes the Mayor to express its support for H. 3063, "Hate Crime Bill."

MOVED, APPROVED, AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS ____ DAY OF JUNE, 2019

By: _____
John J. McCann, Mayor

ATTEST:

By: _____
Krista Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____