

# **RICHLAND COUNTY**

## **ADMINISTRATION AND FINANCE COMMITTEE**

### **AGENDA**



**TUESDAY JUNE 25, 2024**

**6:00 PM**

**COUNCIL CHAMBERS**



# Richland County Council 2023-2024



Jessica Mackey  
District 9  
Chair



Overture E. Walker  
District 8



Chakisse Newton  
District 11



Cheryl D. English  
District 10



Derrek Pugh  
District 2  
Vice Chair



Jason Branham  
District 1



Gretchen D. Barron  
District 7



Yvonne McBride  
District 3



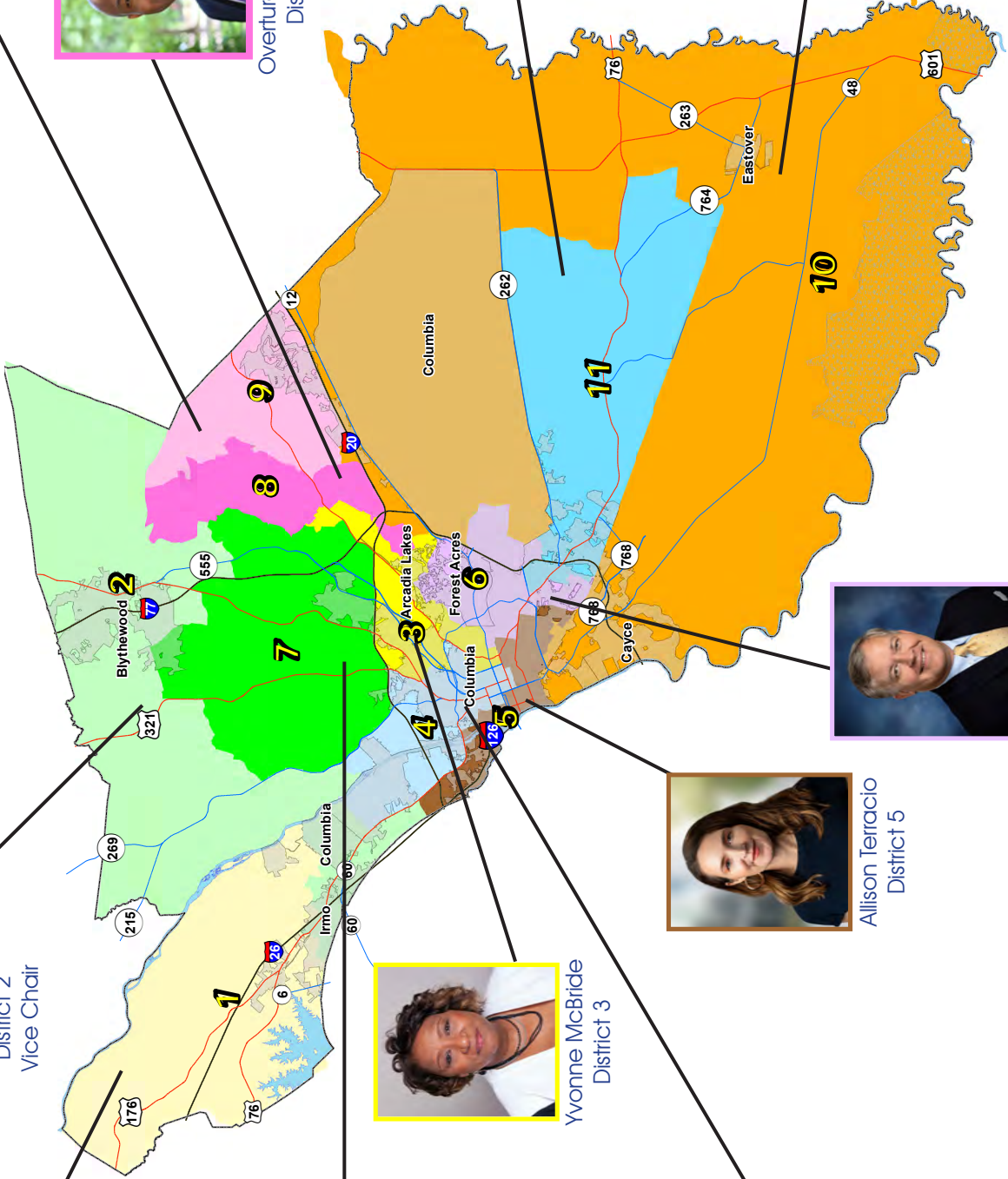
Allison Terracio  
District 5



Don Weaver  
District 6



Paul Livingston  
District 4





**Richland County  
Administration and Finance Committee**

**AGENDA**

June 25, 2024 - 6:00 PM  
2020 Hampton Street, Columbia, SC 29204

|                              |                                 |                                  |                             |   |
|------------------------------|---------------------------------|----------------------------------|-----------------------------|---|
| The Honorable<br>Derrek Pugh | The Honorable<br>Yvonne McBride | The Honorable<br>Paul Livingston | The Honorable<br>Don Weaver | The Honorable<br>Overture Walker, Chair |
| County Council District 2    | County Council District 3       | County Council District 4        | County Council District 6   | County Council District 8               |

1. **CALL TO ORDER** The Honorable Overture Walker
  
2. **APPROVAL OF MINUTES** The Honorable Overture Walker
  - a. May 21, 2024 **[PAGES 5-7]**
  
3. **ADOPTION OF AGENDA** The Honorable Overture Walker
  
4. **ITEMS FOR ACTION** The Honorable Overture Walker
  - a. Public Works - Engineering - GreenHill Parish and Spring Park Sidewalk- Award of Construction **[PAGES 8-12]**
  - b. Economic Development - Lease Renewal **[PAGES 13-31]**
  - c. Grants & Community Development - 2024 Annual Action Plan **[PAGES 32-131]**
  - d. Community Planning & Development - Conservation -Historic Preservation Plan **[PAGES 132-137]**
  - e. Community Planning & Development – Planning Services – 2025 Comprehensive Plan Update **[PAGES 138-141]**
  
5. **ADJOURN** The Honorable Overture Walker



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council  
ADMINISTRATION AND FINANCE COMMITTEE  
**MINUTES**  
May 21, 2024 – 6:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29204

COMMITTEE COUNCIL MEMBERS PRESENT: Overture Walker, Chair; Derrek Pugh, Paul Livingston, and Don Weaver

NOT PRESENT: Yvonne McBride

OTHERS PRESENT: Allison Terracio, Cheryl English, Gretchen Barron, Jesica Mackey, Jason Branham, Ashiya Myers, Michelle Onley, Angela Weathersby, Lori Thomas, Anette Kirylo, Patrick Wright, Ashley Fullerton, Tamar Black, Jennifer Wladischkin, Kyle Holsclaw, Jackie Hancock, Leonardo Brown, Dale Welch, Michael Maloney, Shirani Fuller, Michael Byrd, Peter Cevallos, John Thompson, Chelsea Bennett, Bill Davis, and Quinton Epps

1. **CALL TO ORDER** – Councilman Overture Walker called the meeting to order at approximately 6:00 PM.
2. **APPROVAL OF MINUTES**
  - a. April 23, 2024 – Mr. Livingston moved to approve the minutes as distributed, seconded by Mr. Weaver.  
In Favor: Pugh, Livingston, Weaver, and Walker  
Not Present: McBride  
The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Mr. Weaver moved to adopt the agenda as published, seconded by Mr. Pugh.  
In Favor: Pugh, Livingston, Weaver, and Walker  
Not Present: McBride  
The vote in favor was unanimous.
4. **ITEMS FOR ACTION**
  - a. Department of Public Works – Engineering Division – Comprehensive Transportation Improvement Program – Road Rehabilitation Award – Ms. Shirani Fuller, County Engineer, stated the Department of Public Works requested bids from qualified contractors for rehabilitation services for 5.93 miles of county-owned roads. The services provided under the contract will be curb and gutter repair, sidewalk repair, full-depth patching, milling of existing asphalt, asphalt resurfacing, and replacing all markings. The project is funded through the County Transportation Committee (CTC). The lowest responsive, responsible bidder was Asphalt Paving and Maintenance Company. The bid came in under the grant amount, leaving a 22.5% contingency.  
Ms. Barron inquired how the roads were chosen.  
Ms. Fuller indicated they were selected during the annual Comprehensive Transportation Improvement Program process. Generally, they look at each district's pavement conditions and the district's available funding. The recommendations are then brought to committee and ultimately Council for approval.  
Mr. Livingston moved to forward to Council a recommendation to award the resurfacing package "Comprehensive Transportation Improvement Program—Road Rehabilitation" to Asphalt Paving and Maintenance Company at the bid price of \$2,436,050.32, seconded by Mr. Weaver.  
In Favor: Pugh, Livingston, Weaver, and Walker  
Not Present: McBride  
The vote in favor was unanimous.

- b. Department of Public Works – Engineering – Springwood Lakes Dam Rehab Design Services – Ms. Fuller stated the Department of Public Works requested bid proposals from qualified, professional engineers to provide design services for Springwood Lakes High

Mr. Walker inquired if we have been able to assuage the legal concerns.

Mr. Patrick Wright, County Attorney, responded that is the reason for the tri-party agreement.

Mr. Weaver moved to forward to Council with a recommendation to award the Springwood Lake Dam Rehabilitation design services to Schnabel Engineering and to draft a tri-party agreement between the county, Schnabel Engineering, and the Springwood HOA prior to the agreement, seconded by Mr. Livingston.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

- c. Sheriff's Department – Department of Alcohol and Other Drug Abuse Services (DAODAS) Law Enforcement Assisted Diversion (LEAD) Project Coordinator Grant – Deputy Chief Harry Polis stated the Sheriff's Department is requesting Council's permission to accept a grant from the Department of Alcohol and Other Drug Abuse Services (DAODAS) to begin a diversion program that would divert low-level offenders away from the Detention Center into a program that assist them with substance abuse. The position is fully funded for three years; thereafter, it would become a County position.

Mr. Weaver inquired if we would receive grant funding for the first three years and if, after that, the burden would be on the county to continue the funding.

Chief Deputy Polis responded that the grant is up to \$300,000/year for the first three years. The Sheriff's Department will request Council's support in continuing the position.

Ms. Newton and Mr. Pugh wished Chief Polis and his wife a "Happy Anniversary."

Mr. Livingston moved to forward to Council with a recommendation to approve the Sheriff's Department's request to accept the Department of Alcohol and Other Drug Abuse Services (DAODAS) Law Enforcement Assisted Diversion (LEAD) Project Coordinator grant, seconded by Mr. Weaver.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

- d. Department of Public Works – Jim Hamilton – LB Owens Airport – Award of Fixed Base Contract [EXECUTIVE SESSION]
- e. Utilities – Town of Eastover- Intergovernmental Agreement – Chalk Street Development [EXECUTIVE SESSION]

Mr. Livingston moved to go into Executive Session, seconded by Mr. Walker.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

***The Committee went into Executive Session at approximately 6:10 PM  
and came out at approximately 6:23 PM***

Mr. Pugh moved to come out of Executive Session, seconded by Mr. Walker.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

Councilman Walker stated the committee entered into Executive Session to receive legal advice. No action was taken in Executive Session.

- d. Department of Public Works – Jim Hamilton – LB Owens Airport – Award of Fixed Base Contract [EXECUTIVE SESSION] – Mr. Livingston moved to forward to Council with a recommendation to approve "Scenario 1: An extension of the current contract with Eagle Aviation", seconded by Mr. Walker.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

- e. Utilities – Town of Eastover- Intergovernmental Agreement – Chalk Street Development [EXECUTIVE SESSION] – Mr. Weaver moved to forward to Council with a recommendation to authorize the County Administrator to enter into negotiations with the Town of Eastover regarding the development of an Intergovernmental Agreement between the Town of Eastover and Richland County for the provision of sewer service for the Chalk Street Development, seconded by Mr. Pugh.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

5. **ADJOURNMENT** – Mr. Pugh moved to adjourn the meeting, seconded by Mr. Weaver.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

The meeting adjourned at approximately 6:27 PM.

**RICHLAND COUNTY  
ADMINISTRATION**

2020 Hampton Street, Suite 4069  
Columbia, SC 29204  
803-576-2050



**Agenda Briefing**

|                                    |  |   |                 |
|------------------------------------|--|---|-----------------|
| <b>Prepared by:</b>                | Shirani W Fuller   | <b>Title:</b>                           | County Engineer |
| <b>Department:</b>                 | Public Works   | <b>Division:</b>                        | Engineering     |
| <b>Date Prepared:</b>              | June 4, 2024   | <b>Meeting Date:</b>                    | June 25, 2024   |
| <b>Legal Review</b>                | Patrick Wright via email   | <b>Date:</b>                            | June 7, 2024    |
| <b>Budget Review</b>               | Maddison Wilkerson via email                                     | <b>Date:</b>                            | June 13, 2024   |
| <b>Finance Review</b>              | Stacey Hamm via email  | <b>Date:</b>                            | June 7, 2024    |
| <b>Approved for consideration:</b> | Assistant County Administrator                                   | John M. Thompson, Ph.D., MBA, CPM, SCEM |                 |
| <b>Meeting/Committee</b>           | Administration & Finance   |   |                 |
| <b>Subject</b>                     | GreenHill Parish and Spring Park Sidewalk- Award of Construction |   |                 |

**RECOMMENDED/REQUESTED ACTION:**

Staff recommends the award of a contract to Corley Construction for the GreenHill Parish and Spring Park sidewalk construction for the bid price of \$1,560,831.

Request for Council Reconsideration:  Yes

**FIDUCIARY:**

|   |                                     |     |                                     |    |
|---|-------------------------------------|-----|-------------------------------------|----|
| Are funds allocated in the department’s current fiscal year budget? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/>            | No |
| If not, is a budget amendment necessary?                            | <input type="checkbox"/>            | Yes | <input checked="" type="checkbox"/> | No |

**ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:**

Funds are available via the following:

|                                       |  |
|---------------------------------------|--|
| County Transportation Committee grant | \$716,381.50                               |
| Road Maintenance Fund                 | \$1,000,532.60                             |
| Total                                 | \$1,716,914.10 (including 10% contingency) |

*Applicable fund and cost center:*

Fund DPW Grants  
Cost Center: 1216 (Road Maintenance Fund)

**OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:**

A Request for Bids was issued in March of 2024. The bid closed on April 16, and there were two submissions. Corley Construction LLC was the lowest, responsive, responsible bidder with a bid of \$1,560,831.00. Corley Construction is also registered as an SLBE and is a minority owned business. Award is recommended to Corley Construction LLC.

**COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:**

There are no legal concerns regarding this matter.

**REGULATORY COMPLIANCE:**

Not applicable.



#### **MOTION OF ORIGIN:**

There is no associated Council motion of origin.

#### **STRATEGIC & GENERATIVE DISCUSSION:**

Richland County requested bids from qualified contractors to install five-foot (5') sidewalk along sections of Greenhill Parish Parkway and Spring Park Dr as described below and shown in the attached maps.

The project includes construction of approximately 0.27 miles of new sidewalk along Greenhill Parish Parkway from the traffic circle at Upland Hill Ln to the existing infrastructure near the driveway for Catawba Trail Elementary School. Improvements to the existing stormwater infrastructure and the installation of two school zone speed flashing light systems will also be part of this project.

The project also includes construction of approximately 1.044 miles of new sidewalk along Spring Park Drive from the intersection at Longreen Parkway to the existing sidewalk, approximately 60' west of the intersection at Hobart Way. Improvements to the existing stormwater infrastructure and the replacement of an existing speed hump with a raised crosswalk will also be included in this project.

#### **ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INTIATIVE:**

- Goal 4: Plan for Growth through Inclusive and Equitable Infrastructure
  - Objective 4.3: Create excellent facilities

#### **ATTACHMENTS:**

1. Bid Table
2. Greenhill Parish project map
3. Spring Park project map

RC-651-B24  
Spring Park Drive and  
Greenhill Parish  
Parkway Sidewalk Design  
Due Date 4/16/2024 @ 2pm

L-J, Inc.  
Total Cost \$1,684,329.08




Corley Construction  
\$1,560,831.00





# Greenhill Parish Pkwy New Sidewalks & Signs



Richland County & Woolpert

## Legend

-  New Flashing Signs - School Speed Zone
-  Existing Sidewalk
-  Proposed Sidewalk

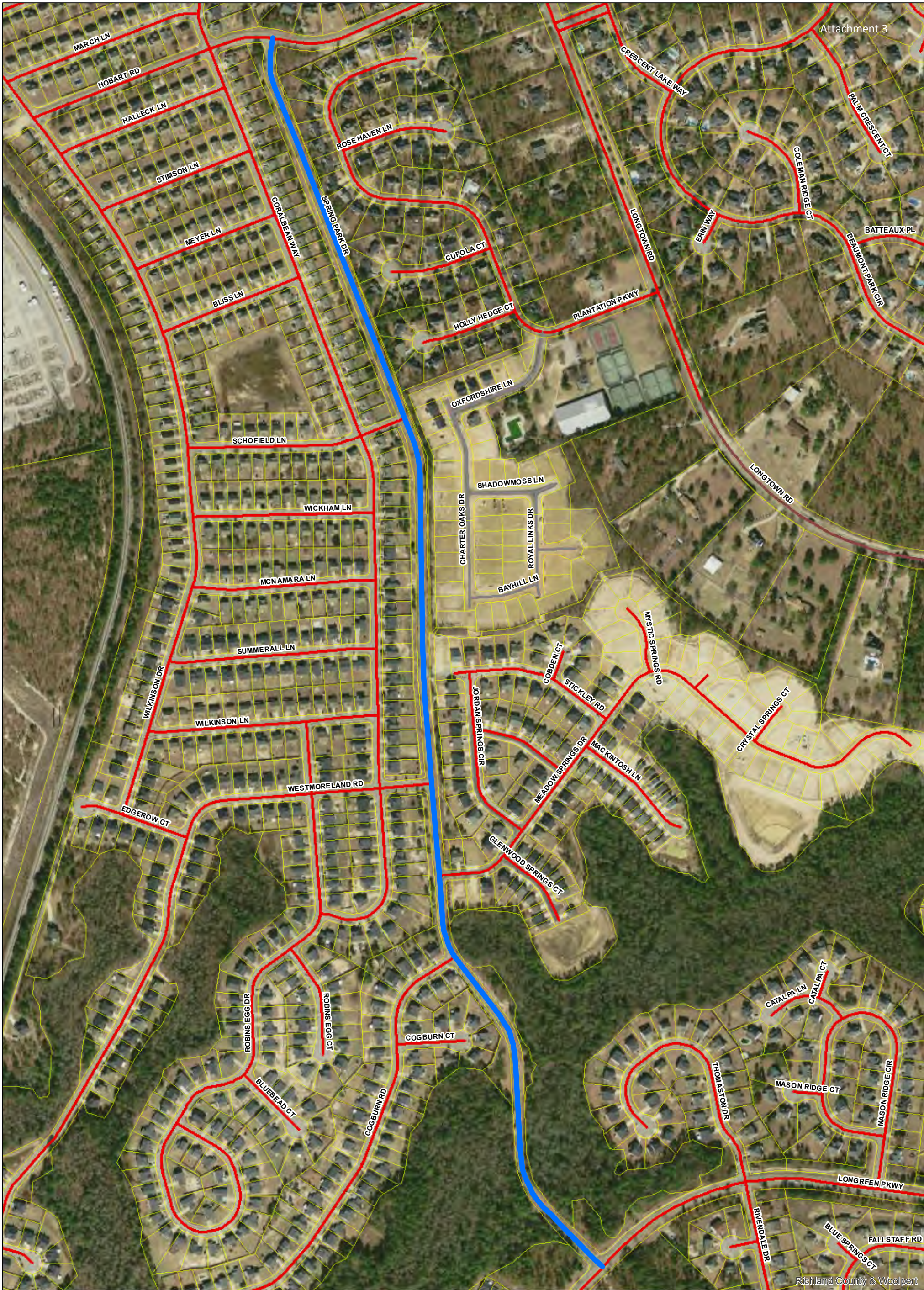
-  Parcels
- Road Maintenance**
-  County Paved
-  Private or Other
-  SCDOT



1 inch = 352 feet



Richland County Public Works - 2018



### Spring Park Rd. Improvement Request

#### Legend

Improvement request

Parcels

#### Roads

County Paved

Private or Other

County Unpaved

SCDOT



12 of 1411 in = 374 feet

**DISCLAIMER:** This is a product of the Richland County Public Works Department. The data depicted here have been developed with extensive cooperation from other county departments, as well as other federal, state and local governments agencies. Reasonable efforts have been made to ensure the accuracy of this map. Richland County expressly disclaims responsibility for damages or liability that may arise from the use of this map.

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 400 Powell Rd.  
 Columbia, SC 29203



**RICHLAND COUNTY  
ADMINISTRATION**

2020 Hampton Street, Suite 4069  
Columbia, SC 29204  
803-576-2050



**Agenda Briefing**

|                                    |  |                          |                           |
|------------------------------------|--|--------------------------|---------------------------|
| <b>Prepared by:</b>                | Kate Bugby                                     | <b>Title:</b>            | Existing Industry Manager |
| <b>Department:</b>                 | Economic Development                           | <b>Division:</b>         |                           |
| <b>Date Prepared:</b>              | May 17, 2024                                   | <b>Meeting Date:</b>     | June 25, 2024             |
| <b>Legal Review</b>                | Patrick Wright via email                       | <b>Date:</b>             | May 21, 2024              |
| <b>Budget Review</b>               | Maddison Wilkerson via email                   | <b>Date:</b>             | May 21, 2024              |
| <b>Finance Review</b>              | Stacey Hamm via email                          | <b>Date:</b>             | May 22, 2024              |
| <b>Approved for consideration:</b> | County Administrator                           | Leonardo Brown, MBA, CPM |                           |
| <b>Meeting/Committee</b>           | Administration & Finance                       |                          |                           |
| <b>Subject</b>                     | Approval of Economic Development Lease Renewal |                          |                           |

**RECOMMENDED/REQUESTED ACTION:**

Richland County Economic Development staff requests approval to renew an office lease for the current space at 1201 Main Street, Suite 1100. The current office lease expires August 31, 2024.

Request for Council Reconsideration:  Yes

**FIDUCIARY:**

|   |                                     |     |                          |    |
|---|-------------------------------------|-----|--------------------------|----|
| Are funds allocated in the department’s current fiscal year budget? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| If not, is a budget amendment necessary?                            | <input type="checkbox"/>            | Yes | <input type="checkbox"/> | No |

**ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:**

Staff is requesting approval to sign a 3-year lease extension. The proposed lease rates for the next three years are as follows:

|                                      |             |
|--------------------------------------|-------------|
| September 01, 2024 – August 31, 2025 | \$63,797.59 |
| September 01, 2025 – August 31, 2026 | \$65,719.68 |
| September 01, 2026 – August 31, 2027 | \$67,694.43 |

There is no rent increase for the first year of the lease agreement and with an approximate three-percent (3%) annual escalation in years 2 and 3 of the term.

*Applicable department/grant key and object codes:* Fund: 1240  
Cost Center: 1150  
Spend Category: Operating Expenditures - Rents

**OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:**

Not applicable.

**COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:**

The County Attorney would generally advise that County would not agree to pay attorney's fees; however, but the clause is in the original 2014 agreement.

**REGULATORY COMPLIANCE:**

Not applicable

**MOTION OF ORIGIN:**

There is no associated Council motion of origin.

**STRATEGIC & GENERATIVE DISCUSSION:**

The Richland County Office of Economic Development (the Department) has leased space at 1201 Main Street since 2012. The building is centrally located and provides the Department with direct access to the Department of Commerce, its regional alliance, the City of Columbia Economic Development Office and many partners and allies like engineering firms, law firms, and rail service providers who are all housed in the same building or within walking distance.

With a modern feel and city view, the space allows the Department to showcase the County. The Department frequently hosts visits from corporate decision makers. The current office space is well positioned and appointed to ensure the County makes its best first impression.

In the past year, the Department has grown from 3 to 4 employees. The current office space has accommodated this growth and has additional space for future planned growth. Though the Department did research other spaces to ensure returned value to the County, there were few comparable options within the area.

The proposed lease keeps rent expense steady for one (1) year with an approximate three-percent (3%) annual escalation in years 2 and 3 of the term. It also allows the Department to continue to function without interruption.

**ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INTIATIVE:**

- Goal 2: Invest in Economic Development
- Goal 4: Plan for Growth through Inclusive and Equitable Infrastructure
  - Objective 4.3: Create excellent facilities

**ADDITIONAL COMMENTS FOR CONSIDERATION:**

To establish the County as a dynamic hub of economic activity and to attract innovative industries with growth potential, it is necessary to continue to have a professional and modern office space.

**ATTACHMENTS:**

1. Current lease agreement
2. Second amendment to lease agreement (proposed)

STATE OF SOUTH CAROLINA )  
 )  
 COUNTY OF RICHLAND )

**FIRST AMENDMENT TO  
 LEASE AGREEMENT**

This First Amendment to Lease Agreement (the "First Amendment") is entered into to be effective as of the \_\_\_ day of January 2019, between **HAMILTON CAPITOL CENTER LLC**, a Delaware limited liability company ("**Landlord**") and **RICHLAND COUNTY, SOUTH CAROLINA**, a political subdivision of the State of South Carolina ("**Tenant**").

WHEREAS, U.S. REIF/MJW CAPITOL CENTER FEE, LLC (predecessor in interest to Landlord) and Tenant entered into that certain Lease Agreement dated June 16, 2014 (the "**Lease**"), for the lease of approximately 1,994 rentable square feet of rentable space in the Capitol Center, Suite 910, located at 1201 Main Street in the City of Columbia, Richland County, South Carolina (the "**Premises**"); and

WHEREAS, Landlord and Tenant desire to amend the terms of the Lease to: (i) to modify the size and location of the Premises (ii) to modify the Term, (iii) to modify the Base Rent, and (iv) to provide for certain other matters more particularly set forth below.

NOW, THEREFORE, for and in consideration of the mutual promises and provisions contained in the Lease, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant, intending to be legally bound, agree as follows:

1. Premises. On or about May 1, 2019 as determined via written notice from Landlord to Tenant (the actual date as determined by Landlord beginning the "**Extension Commencement Date**"), Tenant shall vacate and relinquish Suite 910 and shall relocate to a portion of Suite 1110 which consists of approximately 2,633 rentable square feet of rentable space as shown in Exhibit A ("**Relocation Premises**"). From and after the Extension Commencement Date, Tenant's pro-rata share shall be 0.57% and the Relocation Premises shall be deemed to be the Premises for purposes of the Lease.

2. Lease Extension. The Term of the Lease is hereby extended from the Extension Commencement Date to August 31, 2024 (the "**Extension Period**").

3. Rent Amendment.

(a) Section 1 (i) of the Lease is hereby amended to provide that, during the Extension Period, Tenant shall pay Base Rent in accordance with the following schedule:

| <u>Period</u>        | <u>Annual Base Rent</u> | <u>Monthly Base Rent</u> | <u>PSF</u> |
|----------------------|-------------------------|--------------------------|------------|
| 05/01/19* – 12/31/19 | \$55,029.70             | \$4,585.81               | \$20.90    |
| 01/01/20 – 12/31/20  | \$56,688.49             | \$4,724.04               | \$21.53    |
| 01/01/21 – 12/31/21  | \$58,373.61             | \$4,864.47               | \$22.17    |
| 01/01/22 – 12/31/22  | \$60,137.72             | \$5,011.48               | \$22.84    |
| 01/01/23 – 12/31/23  | \$61,928.16             | \$5,160.68               | \$23.52    |
| 01/01/24 – 08/31/24  | \$63,797.59             | \$5,316.47               | \$24.23    |

\*Or first day of the Extension Period.

(b) During the Extension Period, Tenant shall continue to pay Base Rent Adjustments with respect to Operating Expenses and all other additional rent, Rent and other amounts payable under an in accordance with the Lease to Landlord.

4. Use. In no event shall the Premises be used for any of the following:

A. An Executive Suites business. The term "Executive Suites" shall be defined herein as any entity that is engaged in the business of subleasing single offices while providing staffing services and equipment usage.

B. The operation of a commercial banking or lending (including retail branch banking), wealth management, insurance brokerage and other financial advisory services business.

5. Notice Address. Section 29 of the Lease is hereby amended to provide that all notices to Landlord shall be sent to Landlord at the following address:

c/o Capitol Center Management  
Attn: Property Manager, Capitol Center  
1201 Main Street, Suite 230  
Columbia, South Carolina 29201

Section 1(a) of the Lease is hereby amended as follows:

1201 Main Street, Suite 1110  
Columbia, South Carolina 29201

6. Condition of Premises. Landlord, at its sole cost, shall make improvements to the Relocation Premises as specified in Exhibit B.

7. Rules of Construction. No rules of construction against the drafter of this First Amendment shall apply in any interpretation or enforcement of this First Amendment. The parties hereto acknowledge and agree that they are sophisticated commercial entities and freely enter into this First Amendment with the advice and consent of legal counsel of their choosing.

8. Tenant Representations. As of the date of this First Amendment, Tenant represents and warrants to Landlord as follows: (i) all obligations of Landlord under the Lease have been performed, and no event has occurred and no condition exists that, with the giving of notice or lapse of time or both, would constitute a default by Landlord under the Lease, and (ii) Tenant has no existing defenses, offsets, counterclaims or deductions against Base Rent or any other amounts due from Tenant to Landlord pursuant to the Lease.

9. Brokers. Tenant warrants and represents that it has had no dealings with any broker in connection with the negotiation or execution of this First Amendment other than CBRE ("Landlord's Broker") represents Landlord's interests in connection with this transaction and shall be paid by Landlord for its services pursuant to a separate, written agreement fully executed by Landlord's Broker and Landlord prior to full execution of this First Amendment. Except as expressly provided above, Landlord will not be responsible for, and Tenant will indemnify, defend, and hold Landlord harmless from and against, any brokerage or leasing commission or finder's fee claimed by any party in connection with this First Amendment.



10. Legal Effect. Except as specifically modified herein, all of the covenants, representations, terms, and conditions of the Lease remain in full force and effect and are hereby ratified by Landlord and Tenant.

11. Counterparts. This First Amendment may be executed in two or more counterparts and shall be deemed to have become effective when and only when one or more of such counterparts shall have been signed by or on behalf of each of the parties hereto (although it shall not be necessary that any single counterpart be signed by or on behalf of each of the parties hereto, and all such counterparts shall be deemed to constitute but one and the same instrument) and shall have been delivered by each of the parties to the other.

12. Defined Terms. All capitalized terms not otherwise specifically defined herein have the same meaning ascribed to them in the Lease.

[signatures appear on following page(s)]

SIGNATURE PAGE FOR  
FIRST AMENDMENT TO LEASE AGREEMENT

IN WITNESS WHEREOF, Landlord and Tenant have executed the foregoing First Amendment  
the day and year first above written.

***LANDLORD:***

**HAMILTON CAPITOL CENTER LLC**, a Delaware  
limited liability company

By: \_\_\_\_\_

Name: Malkiel Svei

Its: Authorized Signatory

***TENANT:***

**RICHLAND COUNTY, SOUTH CAROLINA**, a  
political subdivision of the State of South Carolina

By: Edward B. Gomez

Name: Ed Gomez

Title: Richland County Assn

Exhibit A

Relocation Premises

The "Relocation Premises" is shown highlighted in yellow as Suite 1110 below.

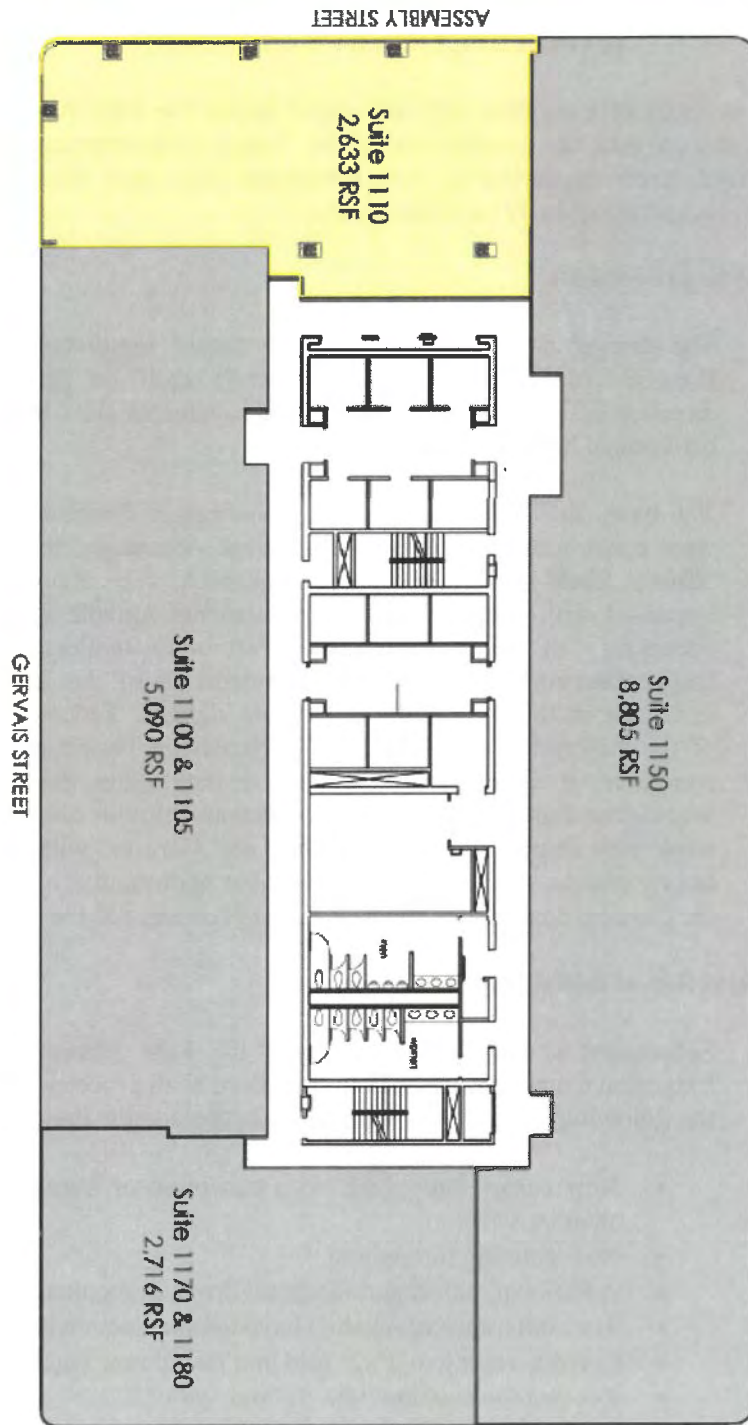


Exhibit B

Modifications to the Relocation Premises include:

**WORKLETTER  
(CONSTRUCTION BY LANDLORD)**

This Workletter is dated of even date with and supplements the First Amendment to which this Workletter is attached and governs the construction of the Tenant Improvements to the Relocation Premises. All capitalized terms appearing in this Workletter shall have the same meaning as those appearing in the Lease, except as expressly modified herein.

1. **Initial Improvements.**

- (a) The design and construction of the tenant improvements at the Relocation Premises (the “**Initial Improvements**”) shall be performed by or at the direction of Landlord. The Initial Improvements shall be Building Standard as determined by Landlord.
- (b) The base, shell and core (i) of the Relocation Premises, and (ii) the Building were constructed previous to the initial occupancy thereof (collectively, the “**Base, Shell and Core**”). Subsequently, the Relocation Premises were improved with various tenant improvements suitable for the use by previous occupants of the Relocation Premises (collectively, the “**Existing Improvements**”). Except for the construction of the Initial Improvements as described in this Workletter and latent defects, Tenant shall accept possession of the Relocation Premises for the Extension Period in an “as is, where is” condition. It is expressly understood that, other than as set forth in this Workletter, Landlord shall have no responsibility or obligation to perform other work with respect to the Base, Shell and Core or with respect to the Existing Improvements. Tenant has had sufficient opportunity to investigate and inspect the physical condition of the Relocation Premises and the Common Areas.

2. **Construction of Initial Improvements.**

- (a) Subsequent to the full execution of the First Amendment and prior to the Extension Commencement Date, Landlord shall proceed with the construction of the following Initial Improvements to the Relocation Premises:
  - New carpet throughout with exception of Break & Data rooms which shall be VCT.
  - New painting throughout.
  - Additional outlets and electrical drops as required by applicable law.
  - The conference room shall have double doors with glass inserts.
  - Convert ceiling to 2’x2’ grid and install new tegular tiles.
  - Replace the existing light fixtures with LED.
  - Modify existing base cabinet in break room to accommodate dish washer (\$750 maximum allowance provided for dishwasher by Landlord).

- (a) Tenant's failure to respond, within reasonable time periods prescribed by this Lease or within a reasonable period of time prescribed by Landlord, to a request for information necessary for the completion of the Initial Improvements; or
- (b) Changes by Tenant to the Initial Improvements; or
- (c) Requirements by Tenant for materials, finishes or installations which are not Building Standard; or
- (d) Any interference by Tenant or its agents or contractors with the construction of the Initial Improvements to the Relocation Premises; or
- (e) Any other cause defined under the Lease or this Workletter as a Tenant Delay.

This Workletter is executed this \_\_\_\_ day of January, 2019.

**LANDLORD:**  
**Hamilton Capitol Center LLC**

**TENANT:**  
**Richland County, South Carolina**

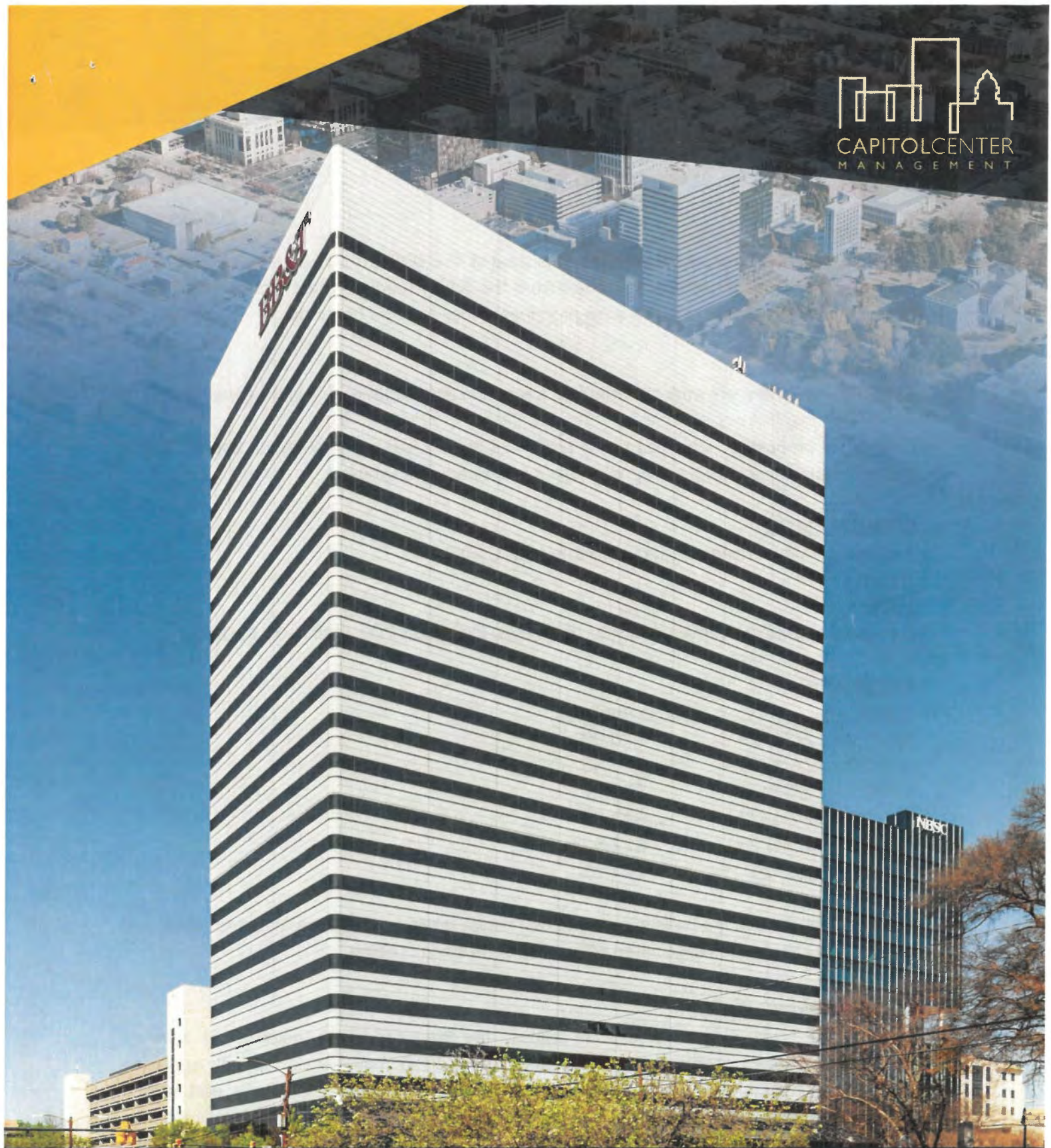
By: \_\_\_\_\_  
 Malkiel Svei  
 Authorized Signatory

By: Edward B. Gameter  
 Name: Edward B. Gameter  
 Title: Richland County Adm

- (b) If Tenant requests Landlord to perform additional work to the Relocation Premises outside the foregoing scope, then such work shall be performed by Landlord at Tenant's expense. Prior to commencing any such work requested by Tenant, Landlord will submit to Tenant written estimates of the cost of any such work. If Tenant fails to approve any such estimate within ten (10) days, then the same shall be deemed disapproved in all respects by Tenant, and Landlord shall not be authorized to proceed thereon.
  
- (c) Within five (5) business days of being notified of "Substantial Completion Date" (as herein defined), Tenant shall provide Landlord with a punch list of items requiring completion and/or correction with regard to the Initial Improvements to the Relocation Premises ("**Punch List**"). Landlord shall complete the Punch List as soon as reasonably practicable after the Extension Commencement Date. If the Punch List consists only of items which would not materially impair Tenant's ability to conduct its business operations within the Relocation Premises, then, in such event, the Initial Improvements to the Relocation Premises shall be deemed to be substantially complete and Tenant will accept possession of the Relocation Premises, (the date on which Initial Improvements to the Relocation Premises are substantially complete is referred to herein as the "**Substantial Completion Date**"). Upon the Substantial Completion Date, the Initial Improvements to the Relocation Premises shall be deemed to be satisfactorily completed except to the extent noted in the Punch List and except for latent defects. Tenant's sole and exclusive remedy for any defects in materials and/or workmanship shall be for the repair of such defects, or the replacement of the portion of the Initial Improvements affected by such defects. Landlord makes no warranties, expressed or implied, including but not limited to implied warranties of merchantability and fitness for a particular purpose, in connection with the Initial Improvements. Tenant's sole remedy for breach of any applicable warranty shall be the remedy set forth in this Section. Tenant agrees that no other remedy, including without limitation incidental or consequential damages for lost profits, injury to person or property, or any other incidental or consequential loss, shall be available to Tenant. Subject to the provisions of Sections 3 and 4 of this Workletter, if the Substantial Completion Date has not occurred prior to the Extension Commencement Date then the Extension Commencement Date shall be delayed for a period of time commensurate with such delay and the Expiration Date and the dates set forth in the Base Rent Schedule provisions shall be adjusted as a result of such delay for commensurate periods of time.

3. **Extension Commencement Date.** For purposes of determining the Extension Commencement Date pursuant to the Lease, the date designated as the Substantial Completion Date shall be accelerated on a day-for-day basis for each day of "Tenant Delay", (as defined below). For example, if the Substantial Completion Date actually occurs on December 16 of a given year, but there were fifteen (15) days of Tenant Delay, then Substantial Completion Date will be deemed to have occurred on December 1 of such year.

4. **Tenant Delay.** The term "Tenant Delay" shall mean each day that Substantial Completion Date is delayed by any of the following:



## PROPOSAL TO

Richland County, South Carolina (“Tenant”)

January 4, 2019

## CBRE

Aaron M. Dupree  
First Vice President  
+1 803 744 6859  
aaron.dupree@cbre.com

**TENANT**

**Richland County, South Carolina ("Tenant")**

**BUILDING**

Capitol Center is a 25-story office tower consisting of 466,000 rentable square feet of Class A space. Located directly across the street from the South Carolina State House and Capitol Complex, the Capitol Center is the most prominent office tower in Columbia.

**PREMISES**

Landlord and Tenant will work to determine a size and layout that is mutually agreeable.

Landlord is proposing Tenant occupy a portion of Suite 1110 which contains approx. 2,633 rentable square feet (RSF). A proposed layout is shown in the Exhibit A.

**COMMENCEMENT**

Anticipated Commencement Date would be May 1, 2019.

**TERM**

Five years beyond the current expiration date (new Expiration Date shall be 8/31/24).

**RENTAL RATE**

| <u>Period</u>     | <u>Base Rent/RSF</u> |
|-------------------|----------------------|
| 5/1/18 - 12/31/19 | \$20.90              |
| 1/1/20 - 12/31/20 | \$21.53              |
| 1/1/21 - 12/31/21 | \$22.17              |
| 1/1/22 - 12/31/22 | \$22.84              |
| 1/1/23 - 12/31/23 | \$23.52              |
| 1/1/24 - 8/31/24  | \$24.23              |

The rent shall include the base expense of real estate taxes, building operating expenses, and all other related services associated with a first-class office building.

**TENANT IMPROVEMENTS**

Landlord, at its expense, shall provide work to the Premises which includes the work as identified on the attached sketch. Tenant and Landlord shall complete a mutually approved space plan incorporating Tenant's requirements and such plan shall be a part of the Landlord's work and made part of the Lease. In summary, modifications to the space include:

- New carpet throughout with exception of Break & Data rooms which shall be VCT.
- New Painting throughout.
- Additional outlets and electrical drops as required.
- The conference room shall have double doors with glass inserts.
- Convert ceiling to 2'x2' grid and install new tegular tiles.



- Replace the existing light fixtures with LED.
- Modify existing base cabinet in break room to accommodate dish washer (\$750 allowance provided for dishwasher).

**CONTINGENCY**

Please note that the terms and conditions of this proposal shall bind neither party, unless and until both parties execute and deliver a formal lease agreement. Should this proposal meet with your approval, please sign where indicated below and return a copy.

Sincerely,



Aaron M. Dupree  
First Vice President

Agreed and accepted this 11<sup>th</sup> day of January, 2018.


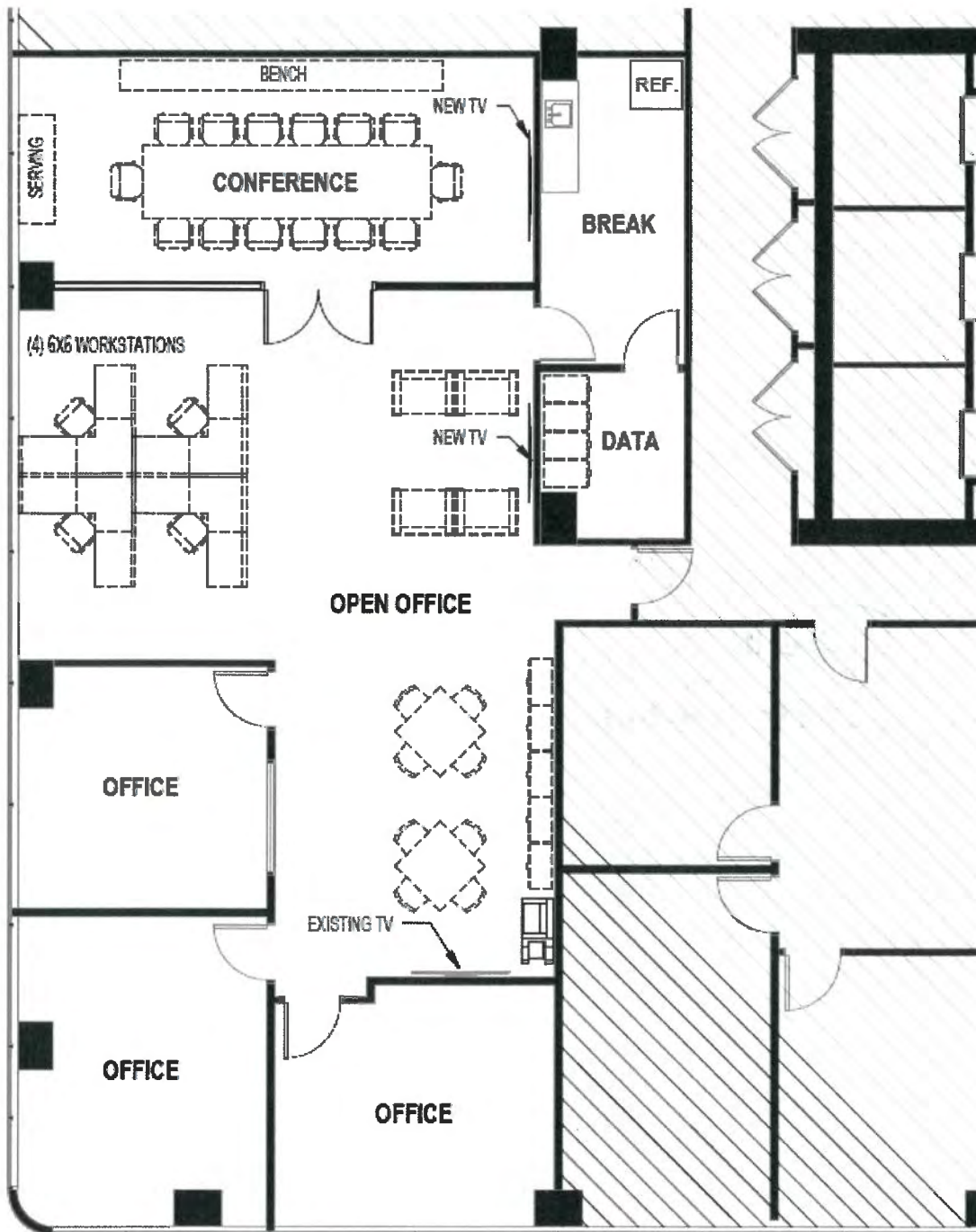
By   
Name Jeff Ruben

Exhibit A



P.O. Box 785  
White Rock, South Carolina 29177



Telephone: (803) 749-2101  
Fax: (803) 407-0885

## Proposal - Contract

**TO:** Capital Center Management  
Attn: Chad Thompson  
1201 Main Street  
Columbia, S.C. 29201

**DATE:** January 2nd, 2018

**JOB:** 11<sup>th</sup> Floor- RCED

---

|  |              |
|--|--------------|
| Demolition, clean-up and disposal                    | 1,240        |
| Drywall, blocking and wall preparation               | 1,400        |
| Millwork w/ solid surface                            | 3,400        |
| Doors, frame and hardware                            | 1,925        |
| Paint walls, windows, ceiling grid, doors and frames | 4,874        |
| Acoustical ceiling**                                 | 4,350        |
| Carpet (Allowance \$23 per yard installed)           | 5,520        |
| Cove base  | 792          |
| Dishwasher (allowance)                               | 750          |
| HVAC   | 0            |
| Electrical   | 5,870        |
| Plumbing   | 3,750        |
| Sprinkler  | 1,450        |
| Fire alarm   | 5,200        |
| Overhead and general expense                         | <u>6,888</u> |
| Total \$   | 47,409       |

Note- Pricing subject to change with architectural and MEP's  
**\*\*Scope for ceiling is caulk and paint grid and new tile.**

|  |               |
|--|---------------|
| Alternate- Leave ceiling as is deduct from above | <b>-5,720</b> |
| Provide and install a 6" core with HDMI          | <b>2,047</b>  |
| Change VAV in conference to 10" due to sun load  | <b>3,744</b>  |

Date: \_\_\_\_\_

This quotation is subject to acceptance by

Accepted by: \_\_\_\_\_

**TIMMONS CONTRACTING, INC.**

---

This quotation is valid for 30 days unless extended in writing.

This contract constitutes the entire agreement between **TIMMONS CONTRACTING, INC.** and the owner or owner's representative.  
No oral terms or representations shall be considered a part of this agreement. Terms are net 10 days.





4. Rules of Construction. No rules of construction against the drafter of this Second Amendment shall apply in any interpretation or enforcement of this Second Amendment. The parties hereto acknowledge and agree that they are sophisticated commercial entities and freely enter into this Second Amendment with the advice and consent of legal counsel of their choosing.

5. Tenant Representations. As of the date of this Second Amendment, Tenant represents and warrants to Landlord as follows: (i) all obligations of Landlord under the Lease have been performed, and no event has occurred and no condition exists that, with the giving of notice or lapse of time or both, would constitute a default by Landlord under the Lease, and (ii) Tenant has no existing defenses, offsets, counterclaims or deductions against Base Rent or any other amounts due from Tenant to Landlord pursuant to the Lease.

6. Brokers. Tenant warrants and represents that it has had no dealings with any broker in connection with the negotiation or execution of this Second Amendment other than CBRE (“Landlord’s Broker”) represents Landlord’s interests in connection with this transaction and shall be paid by Landlord for its services pursuant to a separate, written agreement fully executed by Landlord’s Broker and Landlord prior to full execution of this Second Amendment. Except as expressly provided above, Landlord will not be responsible for, and Tenant will indemnify, defend, and hold Landlord harmless from and against, any brokerage or leasing commission or finder’s fee claimed by any party in connection with this Second Amendment.

7. Legal Effect. Except as specifically modified herein, all of the covenants, representations, terms, and conditions of the Lease remain in full force and effect and are hereby ratified by Landlord and Tenant.

8. Counterparts. This Second Amendment may be executed in two or more counterparts and shall be deemed to have become effective when and only when one or more of such counterparts shall have been signed by or on behalf of each of the parties hereto (although it shall not be necessary that any single counterpart be signed by or on behalf of each of the parties hereto, and all such counterparts shall be deemed to constitute but one and the same instrument) and shall have been delivered by each of the parties to the other.

9. Defined Terms. All capitalized terms not otherwise specifically defined herein have the same meaning ascribed to them in the Lease.

[signatures appear on following page(s)]

SIGNATURE PAGE FOR  
SECOND AMENDMENT TO LEASE AGREEMENT

IN WITNESS WHEREOF, Landlord and Tenant have executed the foregoing Second Amendment the day and year first above written.

***LANDLORD:***

**HAMILTON CAPITOL CENTER LLC**, a Delaware limited liability company

By: \_\_\_\_\_

Name: Malkiel Svei

Its: Authorized Signatory

***TENANT:***

**RICHLAND COUNTY, SOUTH CAROLINA**, a political subdivision of the State of South Carolina

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



**Agenda Briefing**

|                                    |  |                      |                       |
|------------------------------------|--|----------------------|-----------------------|
| <b>Prepared by:</b>                | Callison Richardson                    | <b>Title:</b>        | Division Manager      |
| <b>Department:</b>                 | Grants and Community Outreach          | <b>Division:</b>     | Community Development |
| <b>Date Prepared:</b>              | June 9, 2024                           | <b>Meeting Date:</b> | June 25, 2024         |
| <b>Legal Review</b>                | Patrick Wright via email               | <b>Date:</b>         | June 17, 2024         |
| <b>Budget Review</b>               | Maddison Wilkerson via email           | <b>Date:</b>         | June 17, 2024         |
| <b>Finance Review</b>              | Stacey Hamm via email                  | <b>Date:</b>         | June 11, 2024         |
| <b>Approved for consideration:</b> | Assistant County Administrator         | Aric A Jensen, AICP  |                       |
| <b>Meeting/Committee</b>           | Administration & Finance               |                      |                       |
| <b>Subject</b>                     | 2024 Annual Action Plan for HUD Grants |                      |                       |

**RECOMMENDED/REQUESTED ACTION:**

The Community Development Division recommends approval of the draft 2024 Annual Action Plan for submission to U.S. Department of Housing and Urban Development for the purposes of administering the County's awarded Community Development Block Grant (CDBG), HOME Investment Partnership, and Emergency Solutions Grant (ESG) funds for the period of Oct. 1, 2024 - Sept. 30, 2025.

Request for Council Reconsideration:  Yes

**FIDUCIARY:**

|   |                                     |     |                                     |    |
|---|-------------------------------------|-----|-------------------------------------|----|
| Are funds allocated in the department's current fiscal year budget? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/>            | No |
| If not, is a budget amendment necessary?                            | <input type="checkbox"/>            | Yes | <input checked="" type="checkbox"/> | No |

**ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:**

Grant Agreements will be executed following successful submission of the 2024 Annual Action Plan to HUD by August 15, 2024. Budget set up will follow.

The 2024 Annual Action Plan identifies the allocations and proposed Activities for \$1,718,460 in CDBG funds, \$788,164 in HOME funds, and \$151,468 in ESG funds. It has been on display since Friday, June 15th for a 30-Day Public Comment Period. Upon approval, it will be submitted to HUD on or before Tuesday, August 15, 2024.

The performance periods, match requirements, and required caps or set asides are outlined below. Selected projects are found in the attached documents.

**FY24 Community Development Block Grant (CDBG):**

|                      |                                      |
|----------------------|--------------------------------------|
| Grant Period         | October 1, 2024 - September 30, 2031 |
| Match                | No match requirement                 |
| Admin & Planning Cap | 20% of Award                         |
| Public Services Cap  | 15% of Award                         |



*FY24 HOME Investment Partnership*

|                      |   |
|----------------------|---|
| Grant Period         | October 2, 2024 - September 30, 2031  |
| Match                | 25% Match Requirement (sources may include county funds, private developer investments, or in-kind contributions towards a project) |
| Admin & Planning Cap | 10%   |
| CHDO Set Aside       | 15%   |

*FY24 Emergency Solutions Grant (ESG)*

|                      |  |
|----------------------|--|
| Grant Period         | October 1, 2024 - September 30, 2026   |
| Match                | Recipients of grant funds must match with an equal amount of cash and/or noncash contributions, which may include donated buildings, materials and volunteer services. |
| Admin & Planning Cap | 7.5%   |

*Applicable fund, cost center, and spend category:* Budget set-ups will occur following executed award agreements in fall 2024.

**OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:**

Not applicable.

**COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:**

There are no legal concerns regarding this matter.

**REGULATORY COMPLIANCE:**

The County is required to submit the Annual Action Plan (AAP) to HUD at least 45 days before the start of its program year; the latest submission deadline is August 15, 2024.

To ensure compliance with HUD's regulations, Community Development staff will follow 2 CFR Part 200 regarding the administration of federal grants programs, 2 CFR Part 570 regarding CDBG funds, 2 CFR Part 92 regarding HOME Investment Partnership funds, and 2 CFR Part 576 for Emergency Solutions Grants (ESG). CDBG and HOME funds can only be awarded to sub-recipients located in and/or predominantly serving individuals in unincorporated Richland County. Federal law requires CDBG and HOME funds primarily benefit low-to-moderate-income persons (at 80% of area median income or below). ESG funds are dedicated to homeless support services. All funds are disbursed as reimbursable grants with monitoring by Community Development staff.

## **MOTION OF ORIGIN:**

There is no Council motion of origin regarding the 2024 Annual Action Plan.

## **STRATEGIC & GENERATIVE DISCUSSION:**

### *Annual Action Plan*

The Annual Action Plan (AAP) is used to identify housing, economic development, public services, and community revitalization needs and to develop CDBG, HOME, and ESG budgeting and focus areas for the next annual period. The proposed 2024 Annual Action Plan was developed in line with Richland County's Citizen Participation plan with public notice, two public hearings, and a 30-day public comment period. The plan provides the budgets and selected projects for CDBG, HOME Investment Partnership and ESG funds that will guide the administration and investment of these critical resources for the October 1, 2024-September 30, 2025 grant cycle and beyond.

From February -May 2024, the Community Development division initiated a NOFA process for organizations and agencies to apply for CDBG project funding in each of the designated focus areas through a competitive application process. Selected projects are identified in the plan for Public Services, Public Facilities, and Transitional Housing investments.

Projects for HOME Investment Partnership and ESG Funding will be selected through separate NOFA processes conducted between August and October 2024.

Upon Council approval, the Annual Action Plan will be submitted to the U.S. Department of Housing and Urban Development (HUD) for approval.

The 2024 AAP implements the County's third year of the 2022-2026 Five Year Consolidated Plan, approved in July 2022, which enables the County to continue to receive federal housing and community development funds.

### *Benefits of Request:*

Each year's AAP budget proposal for the three HUD grants allows the County to continue rehabilitation of existing affordable owner-occupied housing units, investments in affordable housing development through rehabilitation and construction, investment in public facilities and infrastructure, and collaboration with community partners to coordinate development activities and public services as identified in the Five-Year Consolidated Plan.

This request allows the County to continue delivering a wide range of programs and projects to benefit low/mod income residents of Richland County. If denied, the County risks delays or reductions in millions of federal dollars that are vital to the Richland County community.

### *Budget Details*

Please see Attachment 2 for proposed budget and activity descriptions for CDBG, HOME, and ESG funds.

## Alternatives

Option 1 (recommended) - Approve the draft 2024 Annual Acton Plan as proposed for submission to HUD by the deadline of August 15, 2024 which allows the County to continue delivering a wide range of programs and projects to benefit low-to-moderate income (LMI) residents of unincorporated Richland County. With CDBG projects already identified in the plan, Environmental Reviews and contracting can take place by the start date of October 1st, ensuring the County has sufficient time to expend funds.

Option 2 - Approve the budget allocations as outlined in the plan, but do not approve the proposed CDBG projects as selected through the competitive grant process. The plan can be submitted with broad categories of funding by the deadline of August 15, 2024; however, Community Development Staff will have to reinitiate a NOFA process for CDBG funding with delayed project start dates and risk not passing the annual CDBG Timeliness Test for expenditure of funds.

Option 3- Do not approve the plans for submission to HUD by the deadline of August 15, 2023 and forego all CDBG, HOME Investment Partnership, and ESF funds for the 2024 year.

## Previous Actions of Council

Council approved the Five-Year Consolidated Plan on August 30, 2022. The 2024 Annual Action Plan is aligned with the Consolidated Plan.

### ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

- Goal 1: Foster Good Governance
  - Objective 1.1: Develop realistic and achievable goals
  - Objective 1.4 and 1.5: Collaborate with other governments (Initiatives 1.4.2 and 1.5.1)
- Goal 3: Commit to fiscal responsibility.
  - Objective 3.1: Align budget to priorities and seek alternative revenue sources.
  - Objective 3.2: Establish process to prioritize imitative to align with available resources.
- Goal 4: Plan for growth through inclusive and equitable infrastructure
  - Objective 4.3: Create excellent facilities.
  - Objective 4.4: Provide equitable living and housing options
- Goal 5: Achieve positive public engagement
  - Objective 5.1: Champion the organization through public engagement and communication on County wins
  - Objective 5.2: Foster positive public engagement with constituents and create opportunities to allow us to “tell our own story”
  - Objective 5.3: Complete and celebrate projects to create excitement in the community
  - Objective 5.4: Develop a community engagement plan

The Annual Action Plan makes strategic investments in affordable housing development, minor home repair, transitional housing and affordable childcare access, and services to low and moderate-income families Countywide. It will provide significant opportunities for positive public engagement and communication about County wins. These plans are developed with several periods of public comment and input, so the execution of these plans is an example of citizen voices being heard and making a difference. Community Development staff has set a goal to secure at least half of the 25% match

requirement for new HOME Investment Partnership projects from private developers or in-kind services rather than through the General Fund as has been utilized in previous years.

**ADDITIONAL COMMENTS FOR CONSIDERATION:**

The required 30-Day Public Comment Period for the 2024 Annual Action Plan is occurring from June 15 - July 15, 2024. The final Public Hearing will be held on Thursday, June 27th at 6:00 PM in the Council Chambers. All public comments and testimony received orally or in writing will be incorporated into the Annual Action Plan prior to Council approval on July 16th.

**ATTACHMENTS:**

1. 2024 Proposed Budgets for HUD Grants
2. Draft 2024 Annual Action Plan

## Attachment II: Draft 2024 Annual Action Plan - Proposed Budgets for HUD Grants

**Program Year 2024 CDBG, HOME & ESG Budgets for Richland County, SC**

|  |                        |
|--|------------------------|
| <b>CDBG Funds</b>  | \$ 1,718,460.00        |
| <b>HOME Funds</b>  | \$ 788,164.00          |
| <b>ESG Funds</b>   | \$ 151,468.00          |
|  | <b>\$ 2,658,092.00</b> |
| <b>1 - CDBG General Administration</b>                                   | \$ 343,692.00          |
| <b>2 - Housing Rehabilitation (Operation One Touch &amp; CDBG Rehab)</b> | \$ 175,000.00          |
| <b>3 - Public Facility Improvements</b>                                  | \$ 205,000.00          |
| <b>4 - Public Services</b>   | \$ 254,792.00          |
| <b>5 - Transitional Housing Rehabilitation</b>                           | \$ 312,380.00          |
| <b>6 - Affordable Rental Housing Development</b>                         | \$ 427,596.00          |
|  | <b>\$ 1,718,460.00</b> |
| <b>7 - HOME General Administration</b>                                   | \$ 78,816.00           |
| <b>8 - CHDO Set-Aside</b>  | \$ 118,225.00          |
| <b>9 - Development of Affordable Housing</b>                             | \$ 591,123.00          |
| <b>10 - Down Payment Assistance</b>                                      | \$ -                   |
|  | <b>\$ 788,164.00</b>   |
| <b>11 - ESG Administration</b>   | \$ 11,360.00           |
| <b>12 - Rapid Re-Housing/Homeless Prevention/HMIS</b>                    | \$ 91,070.00           |
| <b>13 - Street Outreach/Emergency Shelter</b>                            | \$ 49,038.00           |
|  | <b>\$ 151,468.00</b>   |

**1 - CDBG General Administration:** Funds will be used for the overall program administration, coordination, monitoring/evaluation, and public information associated with the preparation of the Annual Action Plan and the Consolidated Annual Performance and Evaluation Report (CAPER) and Fair Housing activities.

**2 - Housing Rehabilitation:** Funds will support two signature housing rehabilitation programs, Operation One Touch (OOT) and CDBG Rehab, along with Activity Delivery Costs (i.e. inspections, construction estimation, environmental reviews, oversight and compliance). *Available funds from prior years funds will also be used to support these programs.*

1) Operation One Touch (OOT) - OOT is the county's emergency housing rehab program which provides a 0% interest forgivable loan to assist with urgent minor home repair needs for income eligible homeowners in unincorporated Richland County for installation of roofs, soffit, gutters, electrical upgrades, plumbing, etc.

2) CDBG Rehab - CDBG Rehab is the County's Owner-Occupied Housing Rehab program that partners with qualified non-profit organizations to provide minor home repairs to eligible homeowners in unincorporated Richland County.

**3 - Public Facility Improvements:** Funds will assist **Vital Connections of the Midlands**, a non-profit childcare provider serving LMI households to 1) Acquire the Tender Years Childcare property in Hopkins, SC where the organization has served for 20 years, and 2) provide rehabilitation to both the Tender Years and Arthurtown Childcare Centers including resurfaced parking lots and outdoor play space upgrades. Activity Delivery Costs are included in the allocation.

**4 - Public Services:**

**Boys and Girls Club of the Midlands** will receive \$90,000 to expand availability of no-cost, high quality afterschool care and summer care services to LMI families residing in unincorporated Richland County through scholarships for eligible families.

**FoodshareSC** will receive \$39,468 to continue the Neighborshare Program providing fresh food boxes to homebound Seniors and low-income households in unincorporated Richland County.

**Sistercare** will receive \$33,754 to continue outreach, counseling, and support services to Hispanic and Spanish-speaking survivors of domestic violence in unincorporated Richland County.

**Healthy Learners** will receive \$31,500 to continue providing health care services, health screenings (dental, vision, and hearing), and assist families with healthcare expenses through a program for students attending one of 21 identified Title One schools in unincorporated areas of Richland County.

**Unallocated Public Services Funds** - Richland County at this time will not be allocating \$60,000 in CDBG funds. These funds will be allocated to an eligible Public Service activity at a later date.

**5 - Transitional Housing Rehabilitation**

**Homeless No More: \$167,380.00** - Rehabilitation of seventeen (17) Transitional Housing units to include replacement of 17 HVAC units and repair of exterior stucco on all buildings.

**Midlands Housing Alliance (Transitions): \$135,000.00** - Four ADA Bathroom upgrades plus interior and exterior rehab on sixteen (16) transitional housing units for Specialized Program for Veterans, Seniors, and those with an active job moving out of homelessness.

Contingency Funds: \$10,000 for Activity Delivery Costs and unanticipated construction-based costs.

**6 - Affordable Rental Housing Development:** This activity will continue an existing County program to acquire and rehabilitate affordable housing for rental activities. Funds may be used for non-profit developers and in conjunction with the Community Housing Development Organization (CHDO).

**7 - HOME General Administration** - Funds will be used for the overall program administration, coordination, monitoring/evaluation, and public information associated with the preparation of the Annual Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER).

**8 - CHDO Set-Aside:** HOME funds will be used to assist a CHDO to increase the number of affordable housing units in the HOME Consortium for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation.

**9 - Development of Affordable Housing** - HOME funds will be used to assist in the development of affordable housing in the HOME Consortium for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation. CDBG funds will be used to pay the program and activity delivery costs associated with implementing the HOME Program.

**10 - Down Payment Assistance:** Funds will be used for a first-time homebuyer program Richland County Homeownership Assistance Program (RCHAP) for county-wide LMI eligible households. No new funds will be allocated in Program Year 2024 to allow for remaining funds from previous years to be utilized

**11 - ESG Administration:** Funds will be used for the overall program administration, coordination, monitoring/evaluation, and public information associated with the ESG program.

**12 - Rapid Re-Housing/Homeless Prevention/HMIS:** Funds will be used for rapid re-housing, homeless prevention, and HMIS system.

**13 - Street Outreach/Emergency Shelter:** Funds will be used for operating expenses and essential services for shelters.



# RICHLAND COUNTY, SOUTH CAROLINA

2020 Hampton Street  
Columbia, SC 29201

## FY 2024 Annual Action Plan

*For Submission to HUD for the  
Community Development Block Grant, HOME Investment  
Partnership, and Emergency Solutions Grant Programs*

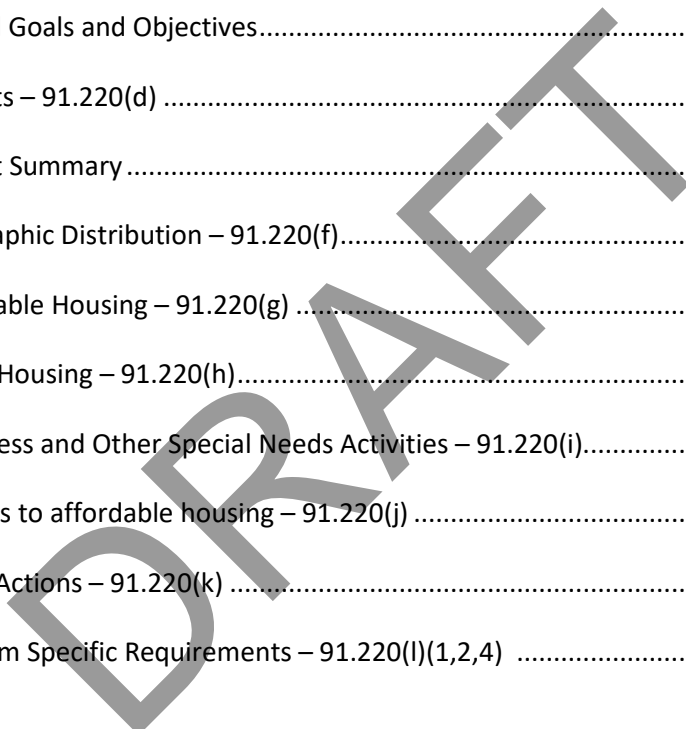
July 16, 2024

Honorable Jesica Mackey  
Chair, County of Richland Council



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## Executive Summary

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

#### 1. Introduction

Established in 1785, Richland County is the county seat of South Carolina and is home to over 425,000 residents. Originally centered around agriculture (Richland County is named after the rich farming land used to support large indigo and cotton crops), Richland County is now the second-most populous county in South Carolina and is home to the military community at Fort Jackson, well-regarded educational institutions, and state-of-the-art hospital systems.

According to the 2018-2022 American Community Survey, 42.4% of the County population is White and 47.2% of the population is Black or African American. The County also has a notable and growing Hispanic or Latino community which makes up 5.6% of the population. 16.1% of the County population is in poverty while the median income of \$59,850 is similar to the Statewide median income of \$87,249. Over half of all County residents live in unincorporated areas.

Richland County became a Federal entitlement program grantee in 2002. As an entitlement grantee, Richland County receives an annual share of federal Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Services Grant (ESG) funds authorized under Title I of the Housing and Community Development Act of 1974, as amended.

**The Richland County Community Development Division of the Grants and Community Outreach Department is responsible for administering CDBG, HOME, and ESG grants for unincorporated areas of the County:**

- Community Development Block Grant (CDBG);
- HOME Investment Partnership (HOME); and
- Emergency Solutions Grant (ESG)

The Annual Action Plan is a guide to how the County will allocate its resources for specific activities that support Richland County's Five-Year Consolidated Goals and Strategies. This is the

third (3<sup>rd</sup>) Annual Action Plan of the FY 2022-2026 Five Year Consolidated Plan. In compliance with HUD regulations, the FY 2024 Annual Action Plan for the period of October 1, 2024 through September 30, 2025. This Annual Action Plan is a strategic plan for the implementation of the County's Federal Programs for housing, community, and economic development.

The FY 2024 Annual Action Plan outlines the actions to be undertaken in Fiscal Year 2024 with the Federal resources received by Richland County. The CDBG Program and activities outlined in this FY 2024 Annual Action Plan will principally benefit low- and moderate-income persons and funding has been targeted to neighborhoods home to the highest percentage of low- and moderate-income residents. The County's previous performance under the CDBG Program was discussed at the First Public Hearings. The Annual Action Plan does not incorporate the Public Housing Comprehensive Grant (Comp Grant) process into the consolidated planning and application process but does require the participation of the public housing authority in the development of the plan.

The FY 2022-2026 Five-Year Consolidated Plan established the County's goals for the next five (5) year period and outlines the specific initiatives the County will undertake to address its needs and objectives by promoting the rehabilitation and construction of decent, safe and sanitary housing, creating a suitable living environment, removing slums and blighting conditions, promoting fair housing, improving public services, expanding economic opportunities, and principally benefitting low- and moderate-income persons.

The Columbia Housing Authority is the designated Housing Authority for Richland County.

**Available Funds:**

During the FY 2024 Program Year, Richland County, SC will receive the following Federal funds:

- CDBG: \$1,718,460.00
- HOME: \$ 788,164.00
- ESG: \$ 151,468.00
- **Total: \$2,658,092.00**

**FY 2024 CDBG, HOME, and ESG Budget:**

Richland County proposes to undertake the following activities with the FY 2024 CDBG Grant, CDBG Program Income, HOME Grant, HOME Program Income, and ESG Program:

**FY 2024 CDBG Budget:**

- **CDBG General Administration (20% cap)**.....\$ 343,692.00
- **Housing Rehabilitation**.....\$ 175,000.00
- **Public Facility Improvements**.....\$ 205,000.00
- **Public Service (15% cap)**.....\$ 254,792.00
  - Boys & Girls Club.....\$ 90,000.00
  - SC Food Share .....\$ 39,468.00
  - Sistercare .....\$ 33,754.00
  - Healthy Learners.....\$ 31,500.00
  - Unallocated Funds .....\$ 60,000.00
- **Transitional Housing Rehabilitation**.....\$ 312,380.00
  - Homeless No More .....\$ 167,380.00
  - Transitions .....\$ 135,000.00
  - Contingency Funds.....\$ 10,000.00
- **Affordable Rental Housing Development**.....\$ 427,596.00
- **Total CDBG** .....\$ **1,718,460.00**

**FY 2024 HOME Budget:**

- **HOME General Administration (10% cap)**.....\$ 78,816.00
- **Development of Affordable Housing**.....\$ 591,123.00
- **Housing CHDO Set-Aside (15% Requirement)**.....\$ 118,225.00
- **Total HOME** .....\$ **788,164.00**

**FY 2024 ESG Budget:**

- **ESG General Administration** .....\$ 11,360.00
- **Rapid Rehousing/Homeless Prevention/HMIS** .....\$ 91,070.00
- **Street Outreach/Emergency Shelter (35%)**.....\$ 49,038.00
- **Total ESG** .....\$ **151,468.00**

**Maps:**

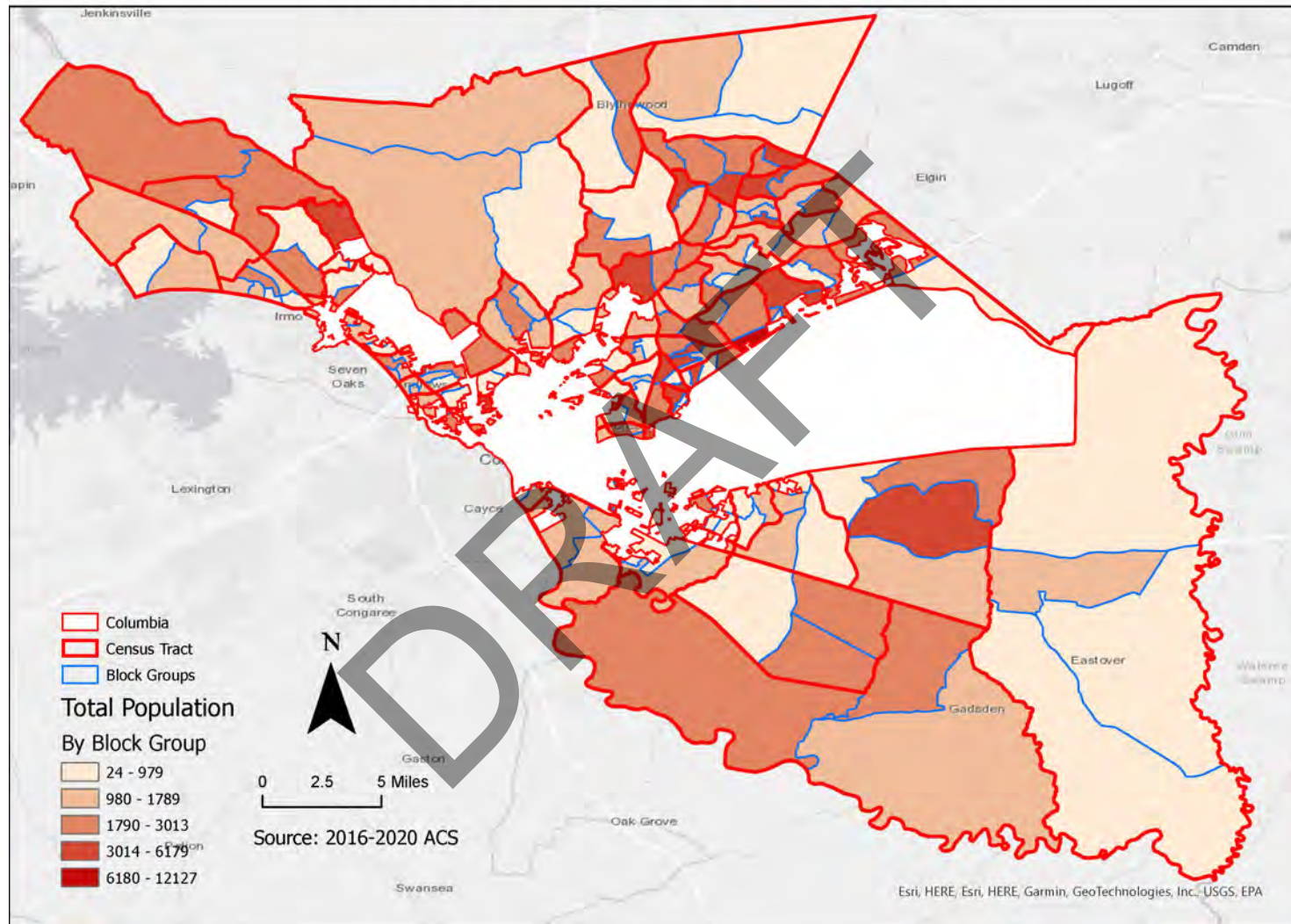
The following maps illustrate the demographic characteristics of Richland County:

- Total Population by Block Group
- Total Population Age 65+ by Block Group
- Percent Population Age 65+ by Block Group
- Percent White Population by Block Group
- Percent Minority Population by Block Group

- Number of Housing Units by Block Group
- Percent Owner-Occupied Housing Units by Block Group
- Percent Renter-Occupied Housing Units by Block Group
- Percent Vacant Housing Units by Block Group
- Low/Moderate Income Percentage by Block Group

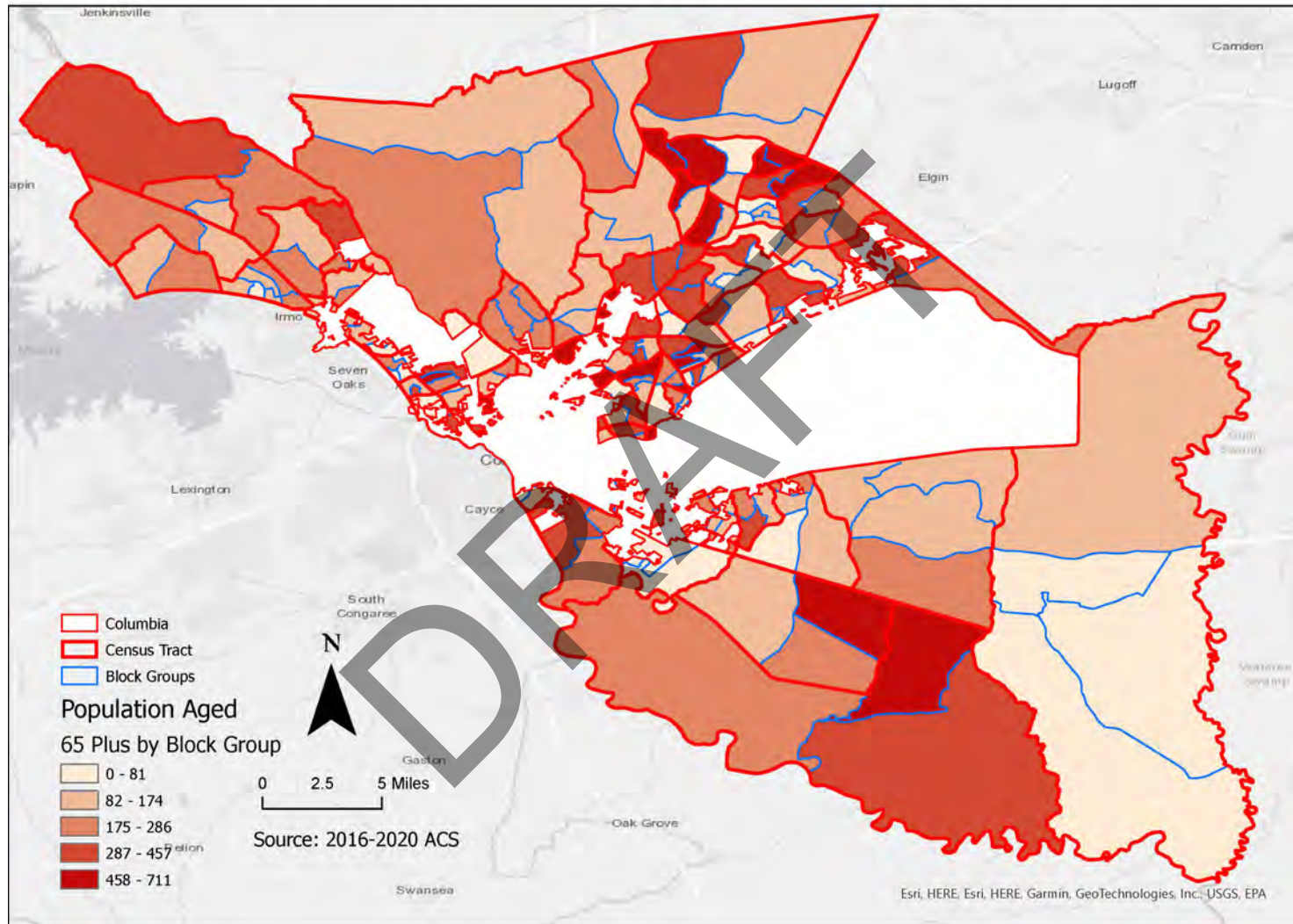
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### Population By Block Group, Richland County, SC



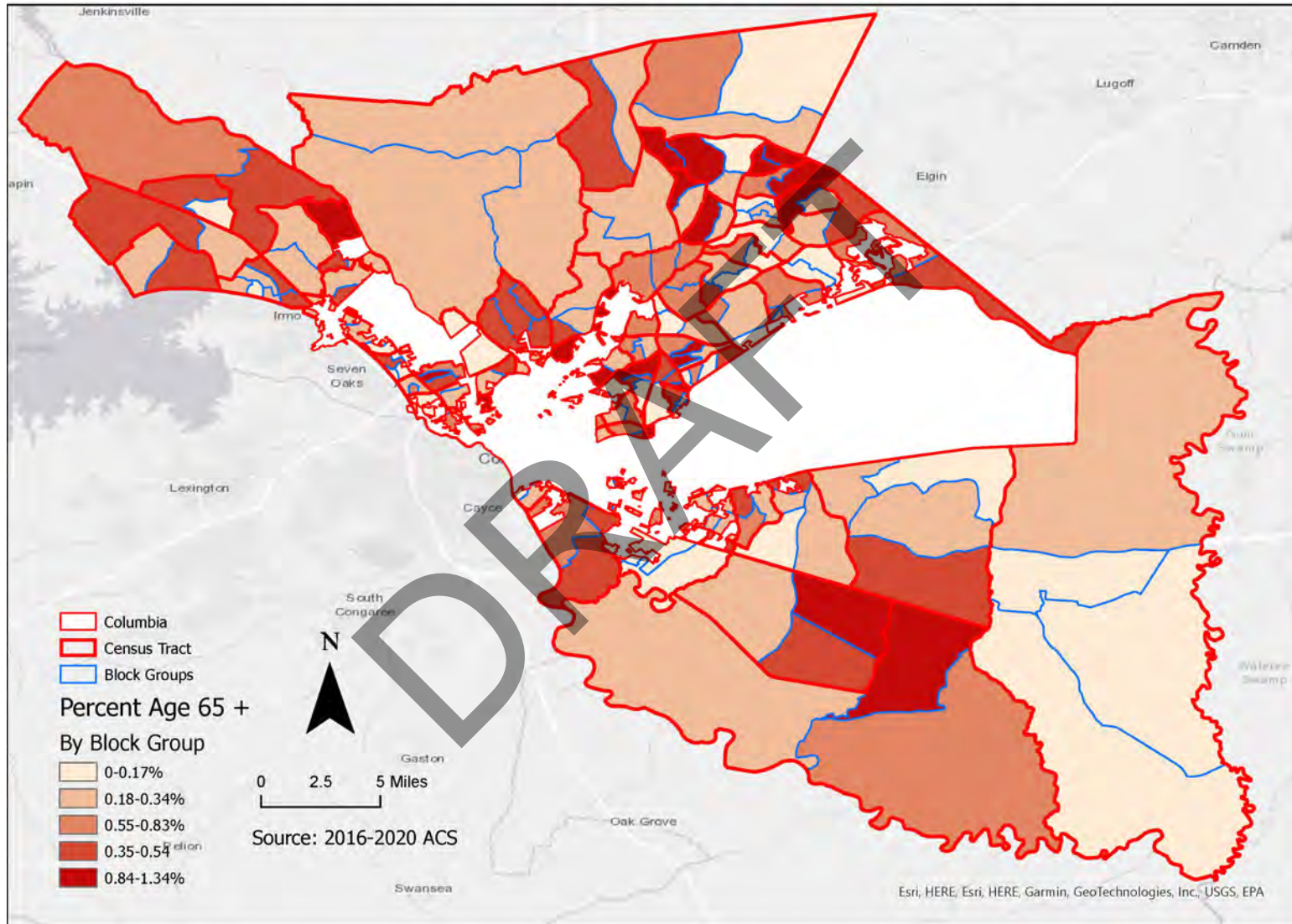
**Total Population by Block Group (Source: 2016-2020 American Community Survey)**

### Population Aged 65 + By Block Group, Richland County, SC



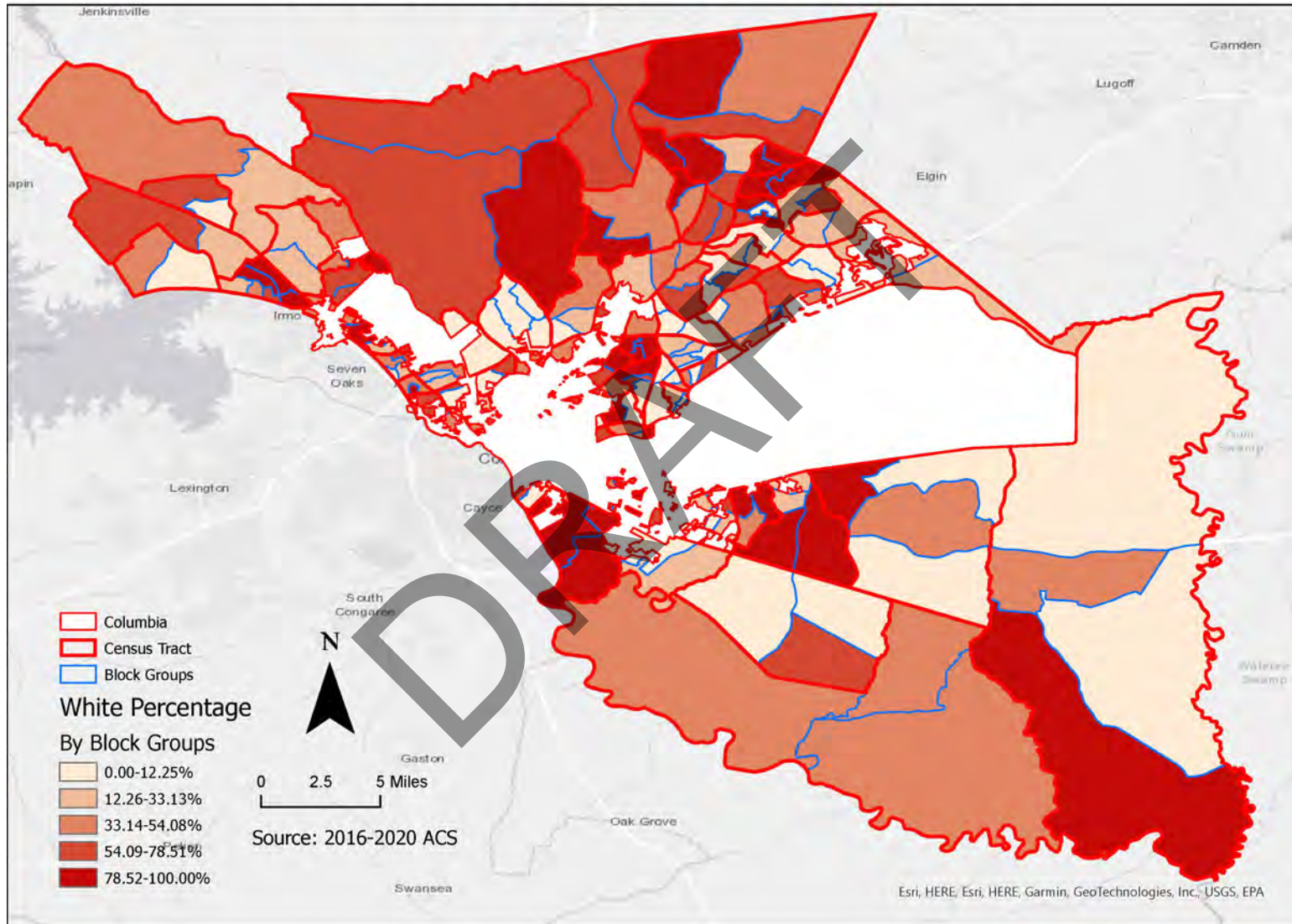
**Total Population Age 65+ by Block Group (Source: 2016-2020 American Community Survey)**

### Percent Aged 65 + By Block Group, Richland County, SC



**Percent Population Age 65+ by Block Group (Source: 2016-2020 American Community Survey)**

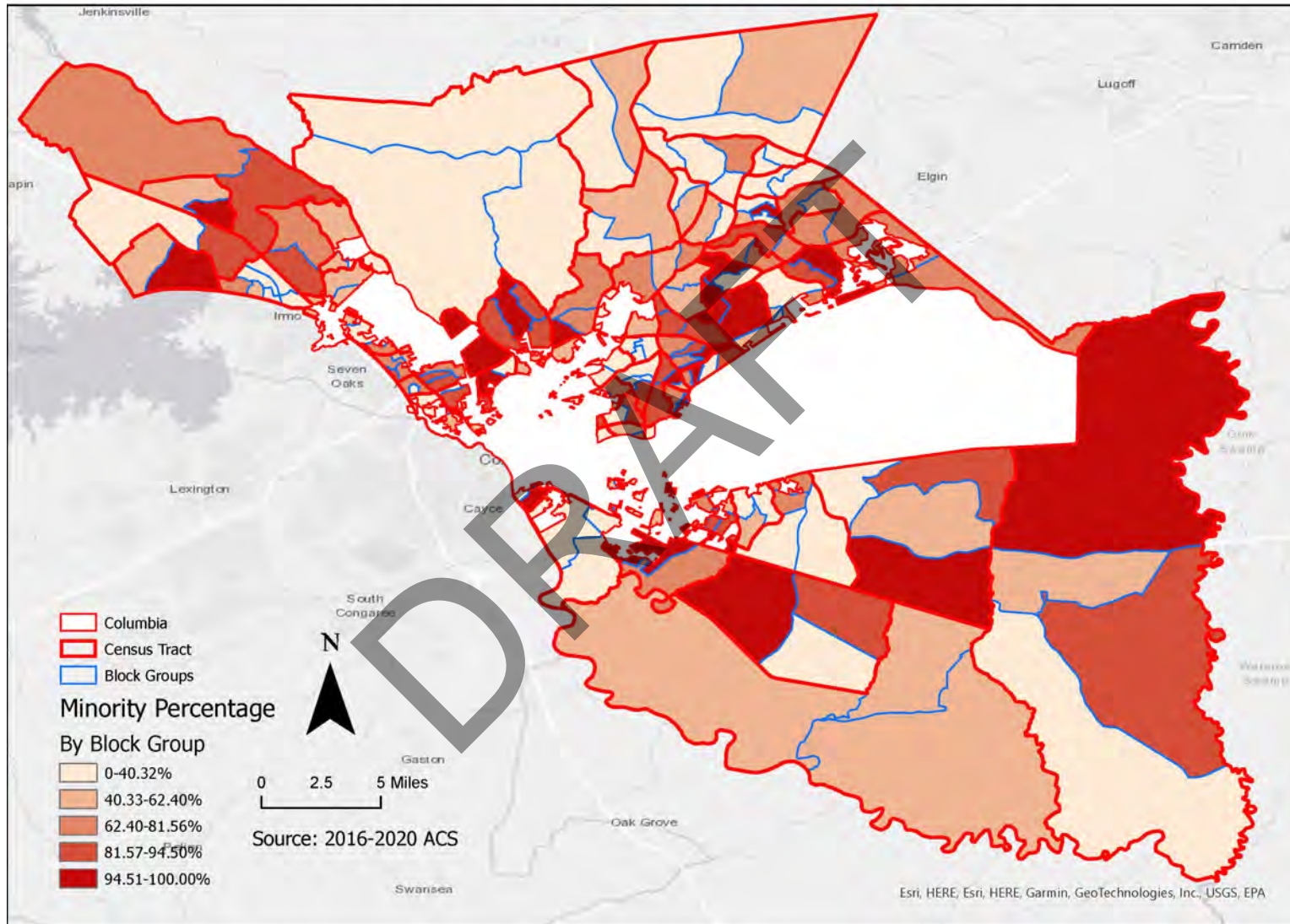
### White Population By Block Group, Richland County, SC



**Percent White Population by Block Group (Source: 2016-2020 American Community Survey)**

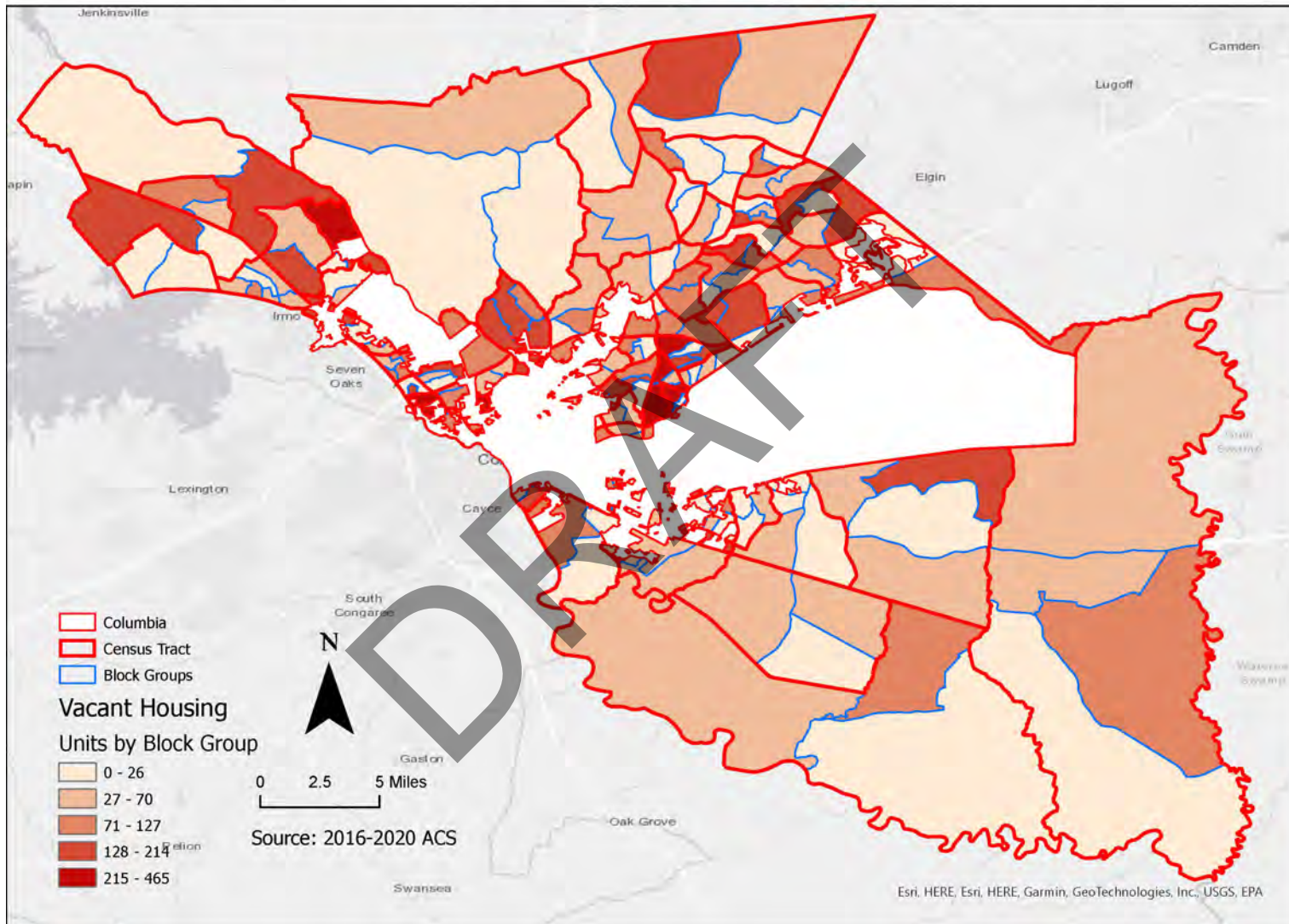


### Minority Population By Block Group, Richland County, SC



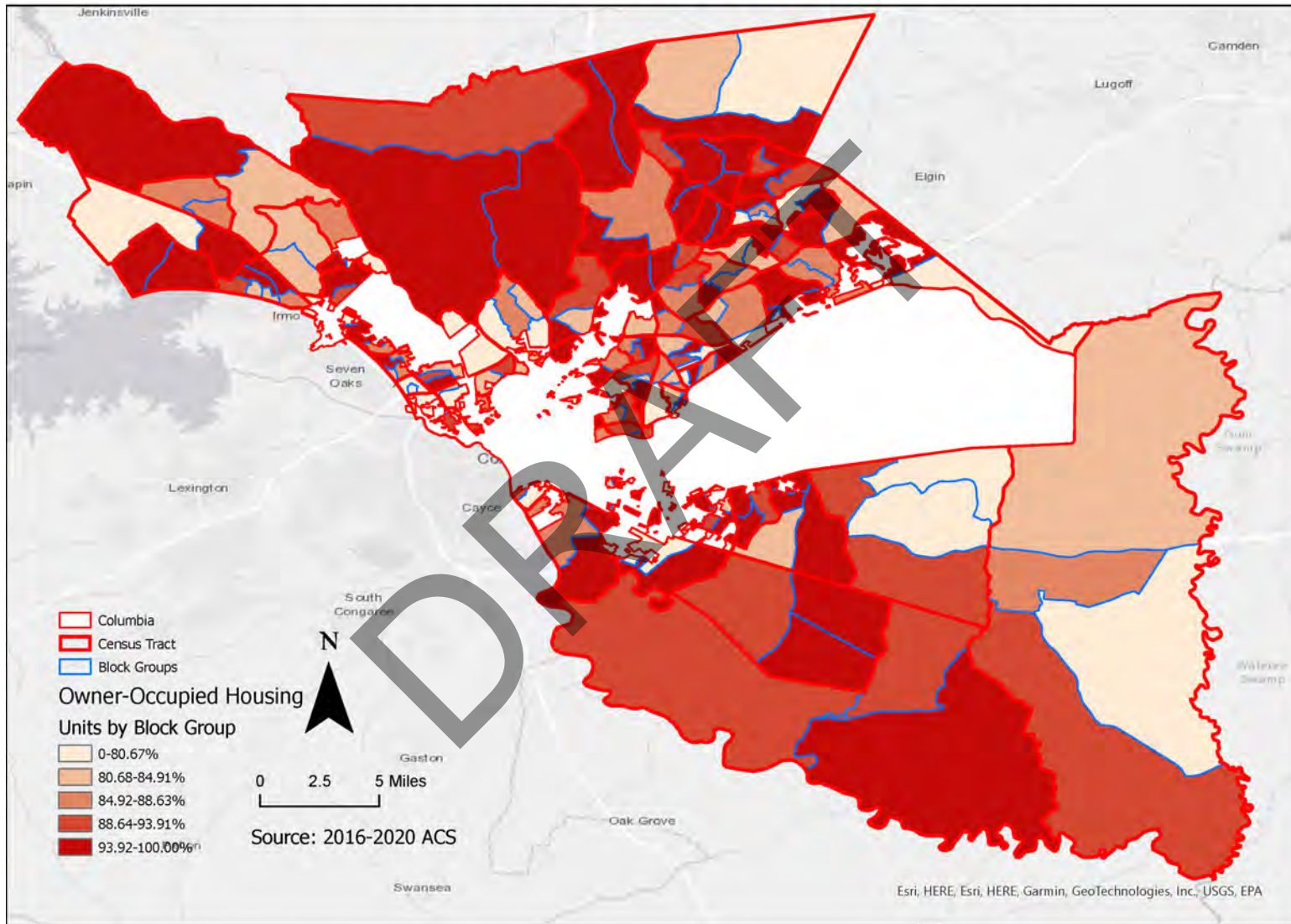
**Percent Minority Population by Block Group (Source: 2016-2020 American Community Survey)**

### Number of Housing Units By Block Group, Richland County, SC



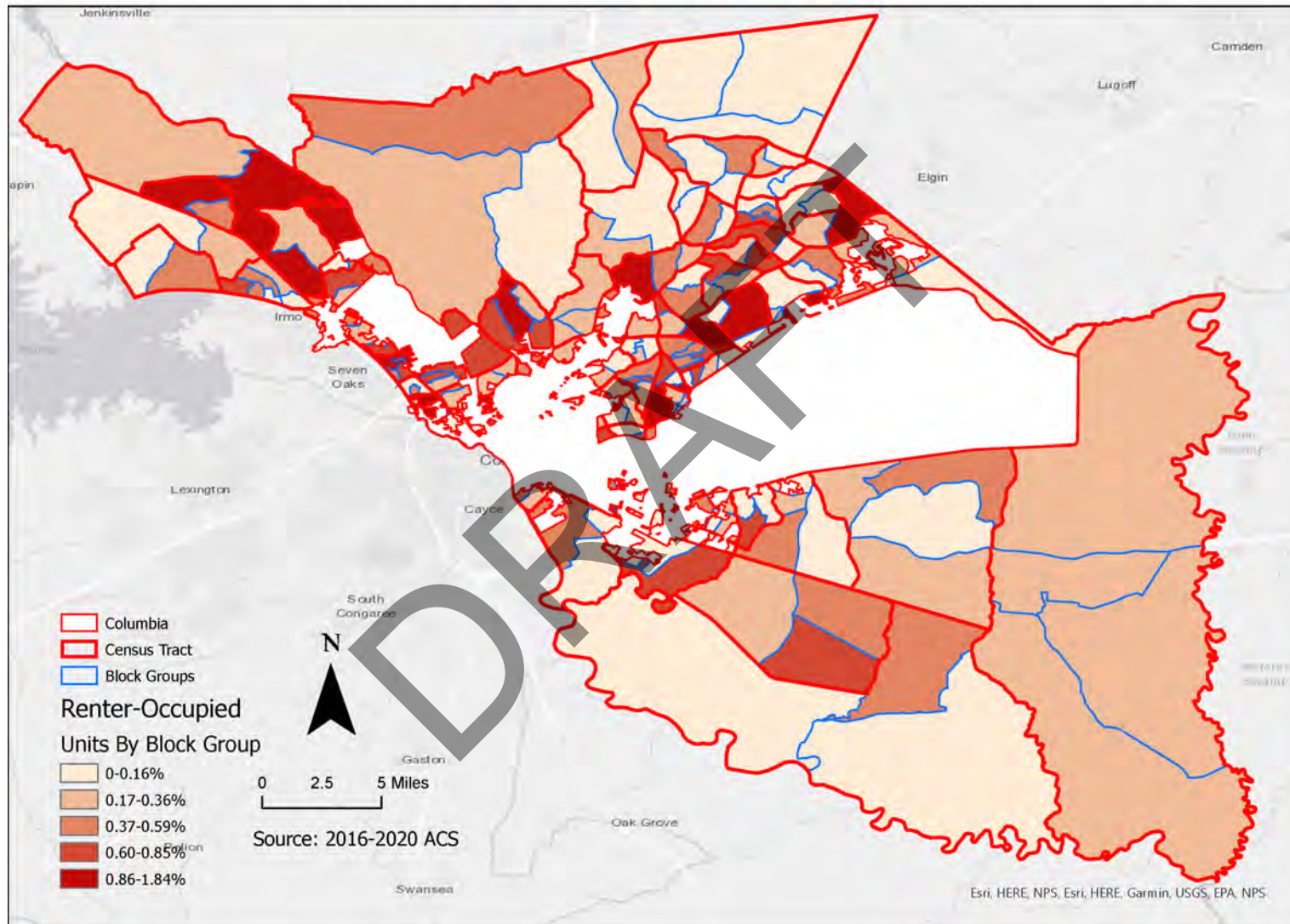
**Number of Housing Units by Block Group (Source: 2016-2020 American Community Survey)**

### Percent Owner-Occupied By Block Group, Richland County, SC



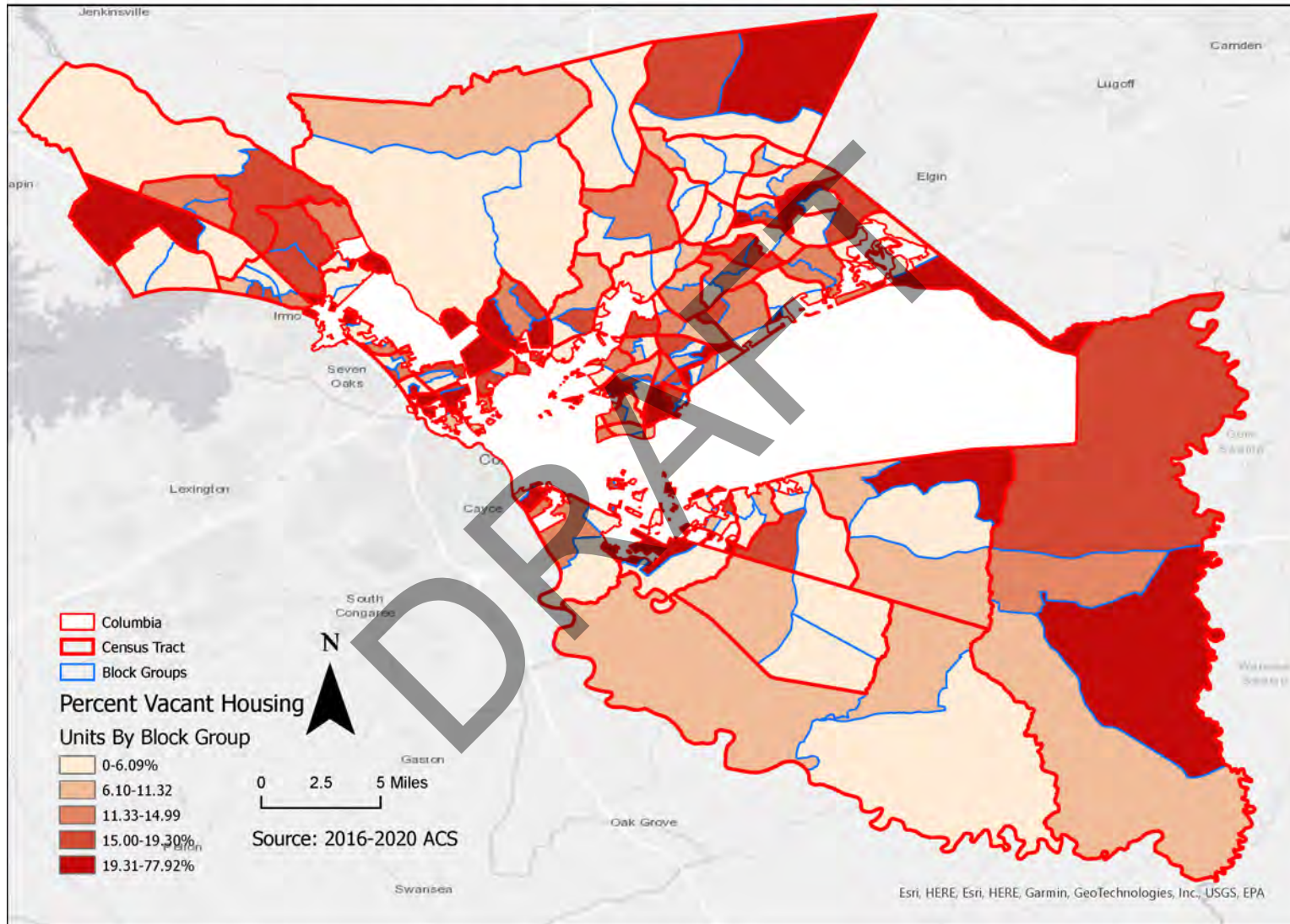
**Percent Owner-Occupied Housing Units by Block Group (Source: 2016-2020 American Community Survey)**

### Renter-Occupied Housing Units By Block Group, Richland County, SC



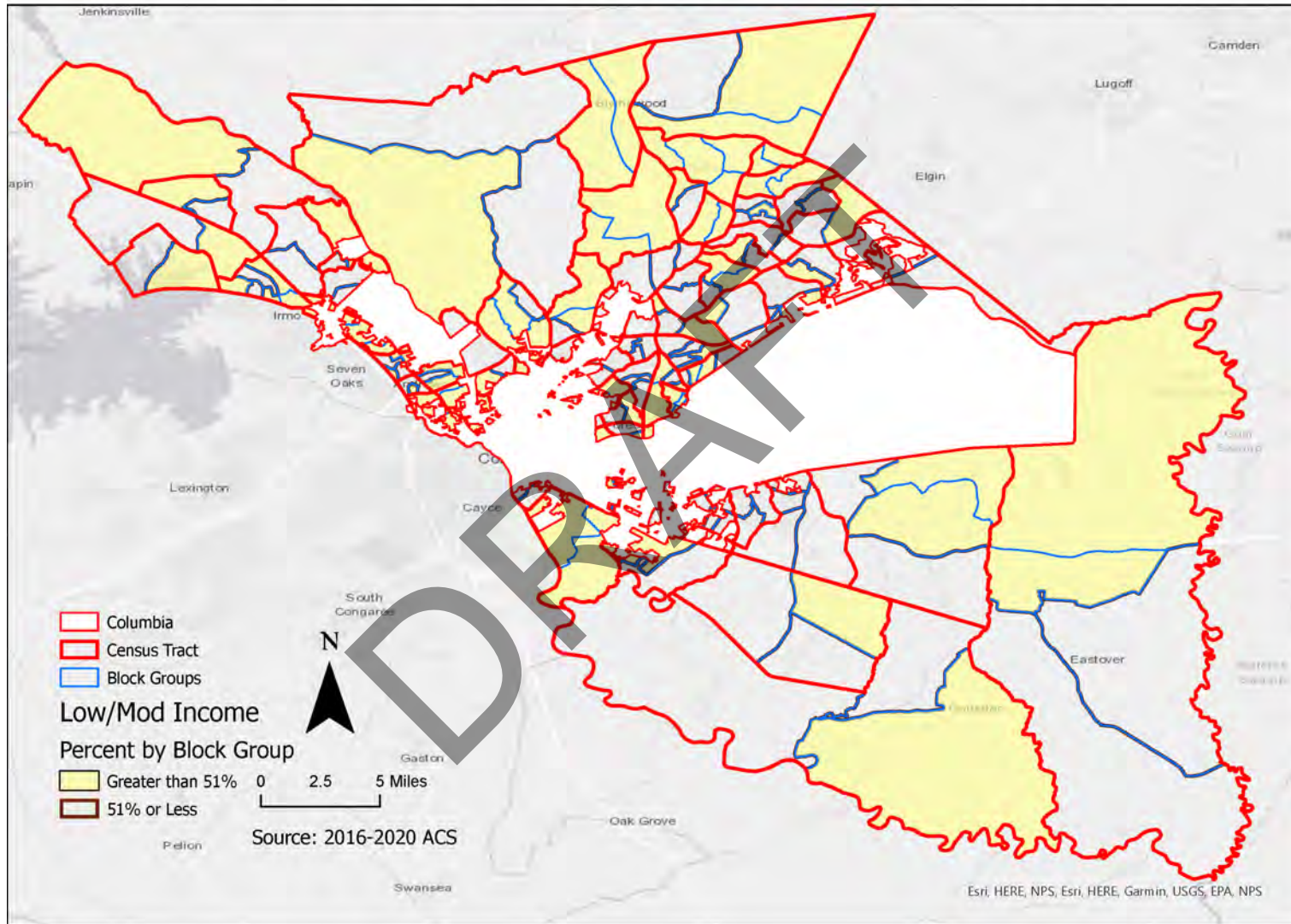
**Percent Renter-Occupied Housing Units by Block Group (Source: 2016-2020 American Community Survey)**

### Percent Vacant Housing Units By Block Group, Richland County, SC



Percent Vacant Housing Units by Block Group (Source: 2016-2020 American Community Survey)

### Low/Moderate Income By Block Group, Richland County, SC



**Low/Moderate Income Percentage by Block Group (Source: 2016-2020 American Community Survey)**

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

### Overview

During the FY 2024 Program Year, Richland County proposed to address the following strategies, priority needs, objectives, and goals that have been identified in its FY 2022-2026 Five Year Consolidated Plan:

#### Housing Strategy - (High Priority)

**Priority Need:** There is a need to increase the supply of affordable housing for homeowners and renters, that is decent, safe and sanitary.

**Objective:** Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families.

#### Goals:

- **HSG-1 Homeownership** - Continue to assist low- and moderate-income potential homebuyers to purchase homes through down payment assistance, closing cost assistance, housing rehabilitation assistance and required housing counseling training.
- **HSG-2 Owner-occupied Housing Rehabilitation** - Conserve and rehabilitate existing affordable housing units occupied by low- and moderate-income homeowners in the community by providing financial assistance to addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- **HSG-3 Housing Construction/Rehabilitation** - Increase the supply of decent, safe and sanitary, and accessible housing that is affordable to both owners and renters in the County by assisting with acquisition, site improvements, development fees, new construction and rehabilitation of vacant buildings.
- **HSG-4 Renter-occupied Rehabilitation** - Provide financial assistance to landlords to rehabilitate affordable housing units for that are rented to low- and moderate-income tenants.
- **HSG-5 Fair Housing** - Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing throughout the County.

#### Homeless Strategy - (High Priority)

**Priority Need:** There is a continuing need for services and housing opportunities for homeless persons and persons/families at-risk of becoming homeless.

**Objective:** Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

#### Goals:

- **HMS-1 Operation/Support** – Financially assist providers to operate housing and support services for the homeless and persons at-risk of becoming homeless.
- **HMS-2 Prevention and Re-Housing** - Continue to support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
- **HMS-3 Housing** - Support the rehabilitation of, including accessibility improvements, for emergency shelters, transitional housing, and permanent housing for the homeless.
- **HMS-4 Continuum of Care** - Support the local Continuum of Care's (CoC) efforts to provide emergency shelter and permanent supportive housing to persons and families who are homeless or who are at risk of becoming homeless.
- **HMS-5 Permanent Housing** - Promote the development of permanent supportive housing for homeless individuals and families.

#### **Other Special Needs Strategy - (High Priority)**

**Priority Need:** There is a need to increase housing opportunities, services, and facilities for persons with special needs.

**Objective:** Improve the living conditions and services for those residents with special needs, including the disabled population.

#### **Goals:**

- **SNS-1 Housing** - Increase the supply of affordable housing that is accessible, decent, safe, and sanitary for the elderly, persons with disabilities, persons with developmental disabilities, persons with HIV/AIDS, victims of domestic violence, persons recovering from alcohol/drug dependency, and persons with other special needs, through rehabilitation of existing buildings and new construction of housing.
- **SNS-2 Social Services** - Support social service programs and facilities for the elderly, persons with disabilities, persons with developmental disabilities, persons with HIV/AIDS, victims of domestic violence, victims of sexual assault, victims of human trafficking, persons recovering from alcohol/drug dependency, persons recently leaving incarceration, and persons with other special needs.
- **SNS-3 Accessibility** - Improve the accessibility of owner-occupied housing through rehabilitation and support/improve renter occupied housing by making reasonable accommodations for the physically disabled by removing architectural barriers.

#### **Community Development Strategy - (High Priority)**

**Priority Need:** There is a continuing need to upgrade and improve community facilities, infrastructure, public services and revitalize socially and economically distressed neighborhoods in the County.

**Objective:** Improve the community facilities, infrastructure, public services, public safety, and transportation, along with the elimination of blighting influences in the County.



**Goals:**

- **CDS-1 Community Facilities** - Improve parks, recreational facilities, neighborhood facilities, trails and libraries including accessibility improvements to public buildings and all community facilities in the County.
- **CDS-2 Infrastructure** - Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; water system improvements; sanitary sewer system; lighting enhancements; broadband infrastructure; handicap accessibility improvements and removal of architectural barriers.
- **CDS-3 Accessibility Improvements** - Improve the physical and visual accessibility of community facilities, infrastructure, and public buildings.
- **CDS-4 Food Programs** - Provide assistance for food and nutritional programs to address the needs of unemployed, underemployed, and homeless.
- **CDS-5 Public Services** - Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
- **CDS-6 Public Safety** - Improve public safety facilities for fire protection, purchase of new fire equipment, crime prevention, and ability to respond to emergency health and safety situations.
- **CDS-7 Clearance/Demolition** – Remove and eliminate slum and blighting conditions through the demolition of vacant, abandoned and dilapidated structures on a spot basis and/or area-wide basis.
- **CDS-8 Revitalization** - Promote neighborhood revitalization in strategic areas of the County through acquisition, demolition, rehabilitation, code enforcement, infrastructure improvements, new housing construction, public and community facilities improvements, etc.

**Economic Development Strategy - (High Priority)**

**Priority Need:** There is a need to increase opportunities for economic advancement and self-sufficiency, as well as educational (social/life skills) training and empowerment for all residents of the County.

**Objective:** Improve and expand employment opportunities in the County for low- and moderate-income persons and families.

**Goals:**

- **EDS-1 Employment** - Support and encourage new job creation, job retention, workforce development, employment, and job training services for the unemployed and underemployed persons, as well as entrepreneurship and small business development.

- **EDS-2 Financial Incentives/Assistance** - Support and encourage new economic development through local, state, and Federal tax incentives and programs such as Tax Incremental Financing (TIF), real property tax rebate program, Community Development Block Grant and HOME Partnership Program Funds, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, Opportunity Zones, New Market Tax Credits, including technical assistance programs and low interest loans, etc.
- **EDS-3 Redevelopment Programs** - Plan and promote the development, redevelopment, and revitalization of economically distressed areas of the County, including vacant and underutilized commercial and industrial sites including underutilized brownfield sites.

#### **Administration, Planning, and Management Strategy - (High Priority)**

**Priority Need:** There is a need for planning, administration, management, and oversight of Federal, State, and local funded programs to address the housing and community and economic development needs.

**Objective:** Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

**Goals:**

- **AMS-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews (ERR) and Section 106 clearances (SHPO), fair housing, and compliance with all Federal, State, and local laws and regulations.
- **AMS-2 Special Studies/Management** - Promote new development by providing funds to assist with the preparation of special studies, plans, and management activities related to these activities.
- **AMS-3 Fair Housing** - Provide funds for training, education, outreach, and monitoring to affirmatively further fair housing in the County.

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

Each year the County prepares its Consolidated Annual Performance and Evaluation Report (CAPER). This report is submitted within ninety (90) days after the start of the new program year. Copies of the CAPER are available for review at the Richland County Office of Community Development website:

<https://www.richlandcountysc.gov/Government/Departments/Community-Development>.

The FY 2022 CAPER, which was the first CAPER for the FY 2022-2026 Five-Year Consolidated Plan, was submitted in IDIS and approved by HUD. In the FY 2022 CAPER, Richland County expended 100% of its CDBG funds to benefit low- and moderate-income persons. The County expended 15% of its funds during the FY 2022 CAPER period on public service, which is at the statutory maximum of 15%. The County expended 20% of its funds during this CAPER period on Planning and Administration, which is at the statutory maximum of 20%. The County was over its required 1.5 maximum drawdown ratio with a drawdown ratio of 2.29.

Richland County met its HOME Match requirements for the FY 2022 Program. Richland County has an excess of matching funds in the amount of \$114,786 for the HOME Program.

#### **4. Summary of citizen participation process and consultation process**

Richland County has followed its Citizen Participation Plan in the planning and preparation of the FY 2024 Annual Action Plan. The County held one (1) Needs Public Hearing on:

- **Thursday, March 7, 2024 at 6:00 PM** – Council Chambers, 2020 Hampton Street, Columbia, South Carolina 29201

The Needs Public Hearing provided the residents, agencies, and organizations with the opportunity to discuss the County's CDBG, HOME, and ESG Programs and to provide suggestions for future CDBG, HOME, ESG Programs priorities and activities. Richland County advertised in one (1) local newspaper, flyers, and on social media. The ad appeared in "The State" on Tuesday, February 27, 2024.

The "Draft" Annual Action Plan was on display for a 30-day period beginning Friday, June 14, 2024. The availability for review of the "draft plan" was advertised in the local newspaper and on social media and the plan was placed on display at Richland County's website: <https://www.richlandcountysc.gov> and hard copies of the plan were available for review at 2020 Hampton Street, Suite 3058, Columbia, South Carolina.

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

The County held the Needs Public Hearing in the Council Chambers on Thursday, March 7, 2024 at 6:00 PM.

The FY 2024 Annual Action Plan was placed on public display and a Public Hearing was held on Thursday, June 27, 2024. Comments that were received at the Public Hearings are included in the attachment section.

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

All comments and suggestions received to date, have been accepted and incorporated into the planning documents.

## 7. Summary

During the FY 2024 Program Year, Richland County, South Carolina anticipates the following Federal Financial resources:

- **FY 2024 CDBG Allocation:** \$ 1,718,460.00
- **FY 2024 HOME Allocation:** \$ 788,164.00
- **FY 2024 ESG Allocation:** \$ 151,468.00
- **Total Funds:** **\$ 2,658,092.00**

The main goals of the Five-Year Consolidated Plan and the Annual Action Plans are to improve the living conditions of all residents in Richland County, create a suitable and sustainable living environment, and to address the housing and community development needs of the residents.

During the FY 2024 CDBG, HOME, and ESG Program Year, the County propose to address the following strategies from its Five-Year Consolidated Plan:

- Housing;
- Homelessness;
- Other Special Needs;
- Community Development; and
- Administration, Planning, and Management

The “draft” FY 2024 Annual Action Plan was on public display beginning Friday, June 14, 2024 through Monday, July 15, 2024, at the Richland County website at: <https://www.richlandcountysc.gov> and hard copies of the plan were available for review at 2020 Hampton Street, Suite 3058, Columbia, South Carolina.

The display period started on Friday, June 14, 2024, and ended on Monday, July 15, 2024, for a 30-day display period. A second public hearing was held on Thursday, June 27, 2024 to discuss the proposed activities and solicit citizen comments on the Plan. Upon completion of the comment period, Richland County submitted the FY 2024 Annual Action Plan to the U.S. Department of Housing and Urban Development through IDIS on or before Thursday, August 15, 2024.

## The Process

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

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

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

| Agency Role        | Name            | Department/Agency           |
|--------------------|-----------------|-----------------------------|
| CDBG Administrator | Richland County | Grants & Community Outreach |
| HOME Administrator | Richland County | Grants & Community Outreach |
| ESG Administrator  | Richland County | Grants & Community Outreach |

**Table 1 – Responsible Agencies**

### Narrative

The administering lead agency and administrator is the County’s Department of Grants & Community Outreach for the CDBG, HOME, and ESG programs. The Department is responsible for preparing the Five-Year Consolidated Plan, Annual Action Plans, Environmental Review Records (ERR’s), the Consolidated Annual Performance Evaluation Reports (CAPER), project monitoring, pay requests, contracting, and oversight of the programs on a day-to-day basis. In addition, Richland County has a private planning consulting firm available to assist the County when needed.

### Consolidated Plan Public Contact Information

Ms. Sarah Harris, MOL  
 Director, Grants & Community Outreach  
 Grants Department  
 Richland County Government  
 2020 Hampton St.  
 Columbia, SC 29204  
[harris.sarah@richlandcountysc.gov](mailto:harris.sarah@richlandcountysc.gov)

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

**1. Introduction**

While preparing the FY 2024 Annual Action Plan, Richland County consultation with the Columbia Housing Authority, local housing providers, social service agencies, community and economic development organizations, the local Continuum of Care members, local leaders of faith-based organizations, local business representatives, and County department representatives. Input from the meetings and public hearings were used to develop the FY 2024 Annual Action Plan.

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

Richland County works with the following agencies to enhance coordination:

- **Columbia Housing Authority** - Section 8 Housing Choice Vouchers and improvements to public housing communities
- **Midlands Area Consortium for the Homeless (MACH)** - Continuum of Care to coordinate services for the homeless
- **Social Services Agencies** - funds to improve services to low- and moderate-income persons.
- **Housing Providers** - funds to rehabilitate and develop affordable housing and provide housing options for low- and moderate-income households.
- As part of the CDBG, HOME and ESG application process, local agencies / organizations are invited to submit proposals for CDBG, HOME, and ESG Funds for eligible activities. These groups participate in the planning process by attending the public hearings, stakeholder consultations, and submission of funding applications.

**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 Midlands Area Consortium for the Homeless (MACH) was awarded \$4,750,787 for its Tier 1 FY 2023 Continuum of Care Application. The following is a breakdown of the Tier 1 awards:

- **Housing Development Corporation of Rock Hill RRH Renewal ..... \$ 35,856.00**

- **Mental Illness Recovery Center, Inc.:**
  - Home Base I and II 2023 ..... \$ 727,237.00
  - Home Base III and IV 2023 Renewal ..... \$ 342,884.00
  - Housing First for Unaccompanied Youth 2023 ..... \$ 73,254.00
  - MIRCI Housing First 2023 ..... \$ 345,134.00
  - MIRCI PH for Chronic Homeless 2023 ..... \$ 194,069.00
  - MIRCI SHP 2023 ..... \$ 311,886.00
- **Midlands Housing Alliance, Inc. RRH Renewal PY24-25** ..... \$ 97,363.00
- **One-Eighty Place Rapid Re-Housing MACH 23** ..... \$ 254,984.00
- **Palmetto Place Children’s Emergency Shelter Unaccompanied Youth JT PH/RRH Project 2023** ..... \$ 95,712.00
- **Safe Passage, Inc. Rapid Rehousing Program**..... \$ 298,636.00
- **Sistercare, Inc.:**
  - **Permanent Housing and Supportive Services for Disabled Domestic Violence Victims**..... \$ 361,423.00
  - **Sistercare Rapid Rehousing Program**..... \$ 338,033.00
- **The Housing Authority of the City of Columbia, SC**
  - **FY 2023 CHASC Disable Grant**..... \$ 349,393.00
  - **FY 2023 CHASC Expansion Grant**..... \$ 159,264.00
  - **FY 2023 CHASC Expansion Plus Grant**..... \$ 68,155.00
  - **FY 2023 CHASC PSH Chronic Grant**..... \$ 263,443.00
- **United Way of the Midlands:**
  - **HMIS Renewal SC-502 FY 2023**..... \$ 118,133.00
  - **SC-502 CoC Planning Application FY 2023** ..... \$ 315,928.00
- **Total:**.....\$ **4,750,787.00**

Richland County is a partner in the Midlands Area Consortium for the Homeless and provides a number of programs and services meant to serve and house the homeless and at-risk population in the County using CDBG, HOME, and ESG funding.

Through MACH, Richland County coordinates with over fifty local public, private, non-profit and faith-based partner organizations to address the varied needs of the County’s homeless and at-risk population, including youth, families, veterans, and those with mental health issues.

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

Richland County, in 2024 will receive a Emergency Solutions Grant (ESG) allocation. Richland County has transferred the administrative role of HMIS grants to the United Way of the

Midlands. The County worked with the United Way of the Midlands to form a Midlands Housing Trust Fund (MHTF) program to assist with maintaining the affordability of housing for low- to moderate-income citizens by use of general County discretionary funds. Through these efforts, Richland County assists the MHTF to close the gap on affordable housing and other needs to end chronic homelessness in the Midlands. These efforts also provide gap financing and incentives to nonprofits and developers to create affordable housing for low- and moderate-income populations.

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

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

|    |  |   |
|----|--|---|
| 1. | <b>Agency/Group/Organization</b>   | <b>Midlands Area Consortium for the Homeless (MACH)</b>   |
|    | <b>Agency/Group/Organization Type</b>  | Publicly Funded Institution/System of Care  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Homelessness Strategy<br>Homeless Needs - Families with children<br>Anti-poverty Strategy<br>Community Development Strategy |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |
| 2. | <b>Agency/Group/Organization</b>   | <b>Richland County Council</b>  |
|    | <b>Agency/Group/Organization Type</b>  | Civic Leaders<br>Other Government- County   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis<br>Non-housing Community Development Strategy<br>Anti-poverty Strategy           |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | One member of the County Council was consulted for their input on the needs and goals for Richland County.                  |
| 3. | <b>Agency/Group/Organization</b>   | <b>Columbia Housing Authority</b>   |
|    | <b>Agency/Group/Organization Type</b>  | Public Housing Agency (PHA)<br>Housing<br>Services - Housing  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis<br>Non-housing Community Development Strategy<br>Anti-poverty Strategy           |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |
| 4. | <b>Agency/Group/Organization</b>   | <b>Town of Irmo, SC</b>   |
|    | <b>Agency/Group/Organization Type</b>  | Civic Leaders<br>Other Government - Local   |

|    |  |  |
|----|--|--|
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis<br>Non-housing Community Development Strategy<br>Anti-poverty Strategy  |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.  |
| 5. | <b>Agency/Group/Organization</b>   | <b>Town of Blythewood, SC</b>  |
|    | <b>Agency/Group/Organization Type</b>  | Civic Leaders<br>Other Government - Local  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis<br>Non-housing Community Development Strategy<br>Anti-poverty Strategy  |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.  |
| 6. | <b>Agency/Group/Organization</b>   | <b>CASA</b>  |
|    | <b>Agency/Group/Organization Type</b>  | Services - Children  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Market Analysis<br>Anti-poverty Strategy<br>Community Development Strategy |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for the Richland County.  |
| 7. | <b>Agency/Group/Organization</b>   | <b>Richland County Emergency Services Department</b>   |
|    | <b>Agency/Group/Organization Type</b>  | Other Government- County<br>Agency- Emergency Management   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Market Analysis<br>Anti-poverty Strategy<br>Community Development Strategy |

|    |  |   |
|----|--|---|
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |
| 8. | <b>Agency/Group/Organization</b>   | <b>Richland County Utilities Department</b>   |
|    | <b>Agency/Group/Organization Type</b>  | Other Government- County<br>Agency - Management of Public Land or Water Resources   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Community Development Strategy  |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |
| 9. | <b>Agency/Group/Organization</b>   | <b>Mental Illness Recovery Center, Inc. (MIRCI)</b>   |
|    | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services - Children<br>Services-Persons with Disabilities<br>Services-homeless  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homelessness Strategy<br>Homelessness Needs- Unaccompanied Youth<br>Non-Homeless Special Needs<br>Market Analysis<br>Anti-poverty Strategy<br>Community Development Strategy |
|    | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |

|            |  |  |
|------------|--|--|
| <b>10.</b> | <b>Agency/Group/Organization</b>   | <b>Catholic Charities</b>  |
|            | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services - Children<br>Services - Elderly Persons<br>Services - Persons with Disabilities<br>Services - Persons with HIV/AIDS<br>Services - Victims of Domestic Violence<br>Services - Homeless<br>Services - Health<br>Services - Employment<br>Services - Victims<br>Regional Organization<br>Planning Organization |
|            | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy   |
|            | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.  |
| <b>11.</b> | <b>Agency/Group/Organization</b>   | <b>Homeless No More</b>  |
|            | <b>Agency/Group/Organization Type</b>  | Housing<br>Services- Homeless  |
|            | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy   |
|            | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County. Homeless No More applied for and was granted FY 2024 CDBG funding.   |

|            |  |  |
|------------|--|--|
| <b>12.</b> | <b>Agency/Group/Organization</b>   | <b>Live Oak Place</b>  |
|            | <b>Agency/Group/Organization Type</b>  | Housing<br>Services- Homeless  |
|            | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy |
|            | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.  |
| <b>13.</b> | <b>Agency/Group/Organization</b>   | <b>Family Promise of the Midlands</b>  |
|            | <b>Agency/Group/Organization Type</b>  | Housing<br>Services- Homeless<br>Services - Children<br>Services- Education  |
|            | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy |
|            | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.  |
| <b>14.</b> | <b>Agency/Group/Organization</b>   | <b>Santee Lynch Affordable Housing</b>   |
|            | <b>Agency/Group/Organization Type</b>  | Housing  |
|            | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis   |
|            | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.  |

|     |  |   |
|-----|--|---|
| 15. | <b>Agency/Group/Organization</b>   | <b>Sisters of Charity Foundation</b>  |
|     | <b>Agency/Group/Organization Type</b>  | Services - Children<br>Services - Elderly Persons<br>Services - Persons with Disabilities<br>Services - Persons with HIV/AIDS<br>Services - Victims of Domestic Violence<br>Services - Homeless<br>Services - Health<br>Services - Education<br>Services - Victims<br>Regional Organization |
|     | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy                    |
|     | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |
| 16. | <b>Agency/Group/Organization</b>   | <b>Cooperative Ministries</b>   |
|     | <b>Agency/Group/Organization Type</b>  | Services - Health<br>Services - Education<br>Services - Employment  |
|     | <b>What section of the Plan was addressed by Consultation?</b>   | Anti-poverty Strategy<br>Community Development Strategy   |
|     | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County.   |
| 17. | <b>Agency/Group/Organization</b>   | <b>Harvest Hope Food Bank</b>   |
|     | <b>Agency/Group/Organization Type</b>  | Services - Children<br>Services - Elderly Persons<br>Services - Health<br>Services - Education<br>Regional Organization   |

|     |   |  |
|-----|---|--|
|     | What section of the Plan was addressed by Consultation?   | Homelessness Needs - Families with Children<br>Non-Homeless Special Needs<br>Anti-poverty Strategy                                       |
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County.  |
| 18. | Agency/Group/Organization   | <b>Foodshare SC</b>  |
|     | Agency/Group/Organization Type  | Services - Children<br>Services - Elderly Persons<br>Services - Health<br>Services - Education<br>Regional Organization                  |
|     | What section of the Plan was addressed by Consultation?   | Anti-poverty Strategy<br>Non-Homeless Special Needs  |
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County. Foodshare SC applied for and was granted FY 2024 CDBG funding. |
| 19. | Agency/Group/Organization   | <b>Home Works</b>  |
|     | Agency/Group/Organization Type  | Housing<br>Services - Housing<br>Services - Elderly Persons<br>Services - Persons with Disabilities                                      |
|     | What section of the Plan was addressed by Consultation?   | Housing Need Assessment<br>Market Analysis<br>Economic Development   |
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County.  |
| 20. | Agency/Group/Organization   | <b>Central SC Habitat for Humanity</b>   |
|     | Agency/Group/Organization Type  | Housing<br>Services - Housing<br>Services - Education<br>Regional Organization   |
|     | What section of the Plan was addressed by Consultation?   | Housing Need Assessment<br>Market Analysis<br>Economic Development   |

|     |   |   |
|-----|---|---|
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County.   |
| 21. | Agency/Group/Organization   | Reconciliation Ministries   |
|     | Agency/Group/Organization Type  | Services - Housing<br>Services - Health<br>Other: Religious Organization  |
|     | What section of the Plan was addressed by Consultation?   | Non-Homeless Special Needs  |
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County.   |
| 22. | Agency/Group/Organization   | Pathways to Healing   |
|     | Agency/Group/Organization Type  | Services - Victims of Domestic Violence<br>Services - Education<br>Services - Victims<br>Health Agency<br>Regional Organization<br>Other: Services - Victims of Sexual Assault<br>Other: Services - Legal |
|     | What section of the Plan was addressed by Consultation?   | Non-Homeless Special Needs  |
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County.   |
| 23. | Agency/Group/Organization   | Vital Connections of the Midlands   |
|     | Agency/Group/Organization Type  | Services-Children<br>Services-Education<br>Regional organization  |
|     | What section of the Plan was addressed by Consultation?   | Homeless Needs-Families with children<br>Non-Homeless Special Needs<br>Anti-poverty Strategy  |
|     | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? | Was consulted for their input on the needs and goals for Richland County. Vital Connections applied for and was granted FY 2024 CDBG funding.   |
|     | Agency/Group/Organization   | Boys and Girls Club of the Midlands   |



|  |  |  |
|--|--|--|
|  | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Education<br>Regional organization   |
|  | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs-Families with children<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy  |
|  | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County. The Boys and Girls Club applied for and was granted FY 2024 CDBG funding.  |
|  | <b>Agency/Group/Organization</b>   | <b>Epworth Children’s Home</b>   |
|  | <b>Agency/Group/Organization Type</b>  | Services-Housing<br>Services-Children<br>Services-Persons with Disabilities<br>Services-Victims of Domestic Violence<br>Services-Homeless<br>Services-Victims<br>Health Agency<br>Child Welfare Agency |
|  | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homelessness Needs-Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy  |
|  | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Was consulted for their input on the needs and goals for Richland County. Epworth Children’s Home applied for but was not allocated a grant for FY 2024 CDBG funds.                                    |
|  | <b>Agency/Group/Organization</b>   | <b>Sistercare</b>  |
|  | <b>Agency/Group/Organization Type</b>  | Services-Housing<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-Health<br>Regional organization                          |
|  | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs-Families with children<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Community Development Strategy  |

|   |   |
|---|---|
| <p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p> | <p>Was consulted for their input on the needs and goals for Richland County. Sistercare applied for and was granted FY 2024 CDBG funding.</p>   |
| <p><b>Agency/Group/Organization</b></p>   | <p><b>Transitions Homeless Center (div of Midlands Housing Alliance)</b></p>  |
| <p><b>Agency/Group/Organization Type</b></p>  | <p>Services-Housing<br/>Services-Children<br/>Services-Elderly Persons<br/>Services-Homeless</p>  |
| <p><b>What section of the Plan was addressed by Consultation?</b></p>   | <p>Housing Need Assessment<br/>Homeless Needs-Chronically homeless<br/>Homeless Needs-Families with children<br/>Homelessness Needs-Veterans<br/>Homelessness Needs-Unaccompanied youth<br/>Homelessness Strategy</p> |
| <p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p> | <p>Was consulted for their input on the needs and goals for Richland County. Transitions Homeless Center applied for and was granted FY 2024 CDBG funding.</p>  |
| <p><b>Agency/Group/Organization</b></p>   | <p><b>Central Midlands Council of Governments</b></p>   |
| <p><b>Agency/Group/Organization Type</b></p>  | <p>Planning Organization<br/>Regional Organization<br/>Agency - Managing Flood Prone Areas<br/>Agency - Emergency Management<br/>Civic Leaders</p>  |
| <p><b>What section of the Plan was addressed by Consultation?</b></p>   | <p>Market Analysis</p>  |
| <p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p> | <p>Was consulted for their input on the needs and goals for Richland County.</p>  |
| <p><b>Agency/Group/Organization</b></p>   | <p><b>AT&amp;T</b></p>  |
| <p><b>Agency/Group/Organization Type</b></p>  | <p>Services - Broadband Internet Service Providers</p>  |
| <p><b>What section of the Plan was addressed by Consultation?</b></p>   | <p>Market Analysis</p>  |
| <p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p> | <p>Was consulted for their input on the needs and goals for Richland County.</p>  |

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

All agency types were consulted and contacted during the planning process.

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

| Name of Plan                | Lead Organization                         | How do the goals of your Strategic Plan overlap with the goals of each plan?                      |
|-----------------------------|---|---|
| Continuum of Care           | Midlands Area Consortium for the Homeless | They are incorporated in the FY 2022-2026 Five Year Consolidated Plan and the Annual Action Plans |
| Vision 2030                 | Columbia Housing Authority                | They are incorporated in the FY 2022-2026 Five Year Consolidated Plan and the Annual Action Plans |
| 2021 Hazard Mitigation Plan | Central Midlands Council of Governments   | They are incorporated in the FY 2022-2026 Five Year Consolidated Plan and the Annual Action Plans |

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

**Narrative (optional):**

The County’s Grants & Outreach coordinates with the County Council and other County departments.

As the administering agency for the CDBG, HOME, and ESG programs, the County maintains coordination with other County departments to address infrastructure, code enforcement, and public safety needs.

**AP-12 Participation - 91.401, 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 FY 2024 Annual Action Plan has components to reach out and encourage citizen participation. These components are the following: meetings with various stakeholders; a needs public hearing; and a hearing to gather public comments on the draft plan while it was on display was also held. The County posted the plan on its County website. A copy of comments received are included as attachments in the Appendix section of the plan. Through the citizen participation process, the County used input from residents to develop a plan to serve the low- and moderate-income population of Richland County.

The County has followed its approved Citizens Participation Plan to develop its FY 2024 Annual Action Plan.

DRAFT

**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.         | <b>Newspaper Ad</b>      | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing<br>Agencies and Organizations | Not Applicable.  | Not Applicable.   | Not Applicable.                              | Not Applicable.   |
| 2.         | <b>Public Meeting</b>    | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing<br>Agencies and Organizations | Richland County held a Public Hearing in the Council Chambers on Thursday, March 7, 2024 concerning the development of the FY 2024 Annual Action Plan. | Comments from participants are in the attachments section of the FY 2024 Annual Action Plan | None.  | Not Applicable.   |
| 3.         | <b>Internet Outreach</b> | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing<br>Agencies and Organizations | None.  | None.   | None.  | <a href="https://www.richlandcountysc.gov">https://www.richlandcountysc.gov</a> |

|    |                       |  |  |   |                 |                 |
|----|-----------------------|--|--|---|-----------------|-----------------|
| 4. | <b>Newspaper Ad</b>   | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing Agencies and Organizations | None.  | None.   | Not Applicable. | Not Applicable. |
| 5. | <b>Public Hearing</b> | Minorities<br>Persons with disabilities<br>Non-targeted/broad community<br>Residents of Public and Assisted Housing Agencies and Organizations | The County held its second public hearing on Thursday, June 27, 2024, to discuss the draft FY 2024 Annual Action Plan. | See Second Public Hearing comments in the Appendix section of the FY 2024 Annual Action Plan. | Not Applicable. | Not Applicable. |

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

Richland County is receiving \$1,718,460 from its CDBG allocation, \$788,164 from its HOME allocation, and \$151,468 from its ESG Allocation for the FY 2024 program year. The program year goes from October 1, 2024 through September 30, 2025. These funds will be used to address the following strategies:

- Housing Strategy (HSG);
- Homeless Strategy (HMS);
- Other Special Needs Strategy (SNS);
- Community Development Strategy (CDS); and
- Administration, Planning, and Management Strategy (AMS).

The yearly accomplishments of these projects/activities are reported in the FY 2024 Consolidated Annual Performance and Evaluation Report (CAPER).

**Anticipated Resources**

| Program     | Source of Funds | Uses of Funds  | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of Con Plan \$ | Narrative Description  |
|-------------|-----------------|--|----------------------------------|--------------------|--------------------------|-----------|--|--|
|             |                 |  | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |  |  |
| <b>CDBG</b> | Public federal  | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services   | 1,718,460                        | 0                  | 0                        | 1,718,460 | 3,334,010  | 6 projects/activities were funded based on FY 2024 CDBG allocations. |
| <b>HOME</b> | Public federal  | Acquisition<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental new construction<br>Multifamily rental rehab<br>New construction for ownership<br>TBRA                      | 788,164                          | 0                  | 0                        | 788,164   | 1,741,990  | 3 projects/activities were funded based on FY 2024 HOME allocations. |
| <b>ESG</b>  | Public federal  | Conversion and rehab for transitional housing<br>Financial Assistance<br>Overnight shelter<br>Rapid re-housing (rental assistance)<br>Rental Assistance Services<br>Transitional housing | 151,468                          | 0                  | 0                        | 151,468   | 295,178  | 1 projects/activities were funded based on FY 2024 ESG allocations.  |

**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****Other Public Funds:**

Richland County is anticipating that it will receive additional financial resources to address the needs identified in the Five Year Consolidated Plan.

**HOME Match:**

- Richland County has excess HOME Match funds from previous years in the amount of \$114,786 as reported in the FY 2022 CAPER. Richland County will have additional HOME Match from bond funds, Federal Home Loan Bank, and other private funds during this program year.

**ESG Match Requirement:**

Richland County will have \$151,468 in ESG Match during this program year. The ESG Match will come from local and state funds, as well as donations and grants to the ESG sub-grantees.

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

Not applicable. The County does not intend to use, acquire or improve any publicly owned land or property using CDBG funds to address the needs identified in the County's Consolidated Plan unless required to improve existing public infrastructure and facilities.

**Discussion**

The Midlands Area Consortium for the Homeless (MACH) was awarded \$4,750,787 for its Tier 1 FY 2023 Continuum of Care Application. The following is a breakdown of the Tier 1 awards:

|  |           |                     |
|--|-----------|---------------------|
| • <b>Housing Development Corporation of Rock Hill RRH Renewal</b> .....                                  | \$        | 35,856.00           |
| • <b>Mental Illness Recovery Center, Inc.:</b>   |           |                     |
| ○ <b>Home Base I and II 2023</b> .....   | \$        | 727,237.00          |
| ○ <b>Home Base III and IV 2023 Renewal</b> .....   | \$        | 342,884.00          |
| ○ <b>Housing First for Unaccompanied Youth 2023</b> .....  | \$        | 73,254.00           |
| ○ <b>MIRCI Housing First 2023</b> .....  | \$        | 345,134.00          |
| ○ <b>MIRCI PH for Chronic Homeless 2023</b> .....  | \$        | 194,069.00          |
| ○ <b>MIRCI SHP 2023</b> .....  | \$        | 311,886.00          |
| • <b>Midlands Housing Alliance, Inc. RRH Renewal PY24-25</b> .....                                       | \$        | 97,363.00           |
| • <b>One-Eighty Place Rapid Re-Housing MACH 23</b> .....   | \$        | 254,984.00          |
| • <b>Palmetto Place Children’s Emergency Shelter Unaccompanied Youth JT PH/RRH Project 2023</b><br>..... | \$        | 95,712.00           |
| • <b>Safe Passage, Inc. Rapid Rehousing Program</b> .....  | \$        | 298,636.00          |
| • <b>Sistercare, Inc.:</b>   |           |                     |
| ○ <b>Permanent Housing and Supportive Services for Disabled Domestic Violence Victims</b><br>.....       | \$        | 361,423.00          |
| ○ <b>Sistercare Rapid Rehousing Program</b> .....  | \$        | 338,033.00          |
| • <b>The Housing Authority of the City of Columbia, SC</b>   |           |                     |
| ○ <b>FY 2023 CHASC Disable Grant</b> .....   | \$        | 349,393.00          |
| ○ <b>FY 2023 CHASC Expansion Grant</b> .....   | \$        | 159,264.00          |
| ○ <b>FY 2023 CHASC Expansion Plus Grant</b> .....  | \$        | 68,155.00           |
| ○ <b>FY 2023 CHASC PSH Chronic Grant</b> .....   | \$        | 263,443.00          |
| • <b>United Way of the Midlands:</b>   |           |                     |
| ○ <b>HMIS Renewal SC-502 FY 2023</b> .....   | \$        | 118,133.00          |
| ○ <b>SC-502 CoC Planning Application FY 2023</b> .....   | \$        | 315,928.00          |
| • <b>Total:</b>  | <b>\$</b> | <b>4,750,787.00</b> |

## 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.         | HSG-2 Owner-occupied Housing Rehabilitation | 2022       | 2026     | Affordable Housing | Low/Mod Area<br>Countywide | Housing Strategy | CDBG: \$175,000<br>HOME: \$0       | Homeowner Housing Rehabilitated:<br>25 Household Housing Unit   |
| 2.         | HSG-3 Housing Construction/Rehabilitation   | 2022       | 2026     | Affordable Housing | Low/Mod Area<br>Countywide | Housing Strategy | CDBG: \$427,596<br>HOME: \$709,348 | Housing units constructed:<br>5 Household Housing Unit<br><br>Rental units constructed:<br>4 Household Housing Unit |
| 3.         | HSG-5 Fair Housing                          | 2022       | 2026     | Affordable Housing | Low/Mod Area<br>Countywide | Housing Strategy | CDBG: \$0<br>HOME: \$0             | Other:<br>1 Other   |

|    |  |      |      |                            |                         |                              |   |  |
|----|--|------|------|----------------------------|-------------------------|------------------------------|---|--|
| 4. | <b>HMS-1 Operation/Support</b>         | 2022 | 2026 | Homeless                   | Low/Mod Area Countywide | Homeless Strategy            | CDBG: \$0<br>HOME: \$0<br>ESG: \$49,038 | Public Service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted<br><br>Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted<br><br>Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds<br><br>Other: 1 Other |
| 5. | <b>HMS-2 Prevention and Re-Housing</b> | 2022 | 2026 | Homeless                   | Low/Mod Area Countywide | Homeless Strategy            | CDBG: \$0<br>ESG: \$91,070              | Other: 4 Others  |
| 6. | <b>HMS-3 Housing</b>                   | 2022 | 2026 | Homeless                   | Low/Mod Area Countywide | Homeless Strategy            | CDBG: \$312,380                         | Rental units rehabilitated: 33 Household Housing Unit  |
| 7. | <b>SNS-2 Social Services</b>           | 2022 | 2026 | Non-Homeless Special Needs | Low/Mod Area Countywide | Other Special Needs Strategy | CDBG: \$33,754                          | Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted   |

|     |                            |      |      |  |                         |   |  |  |
|-----|----------------------------|------|------|--|-------------------------|---|--|--|
| 8.  | CDS-1 Community Facilities | 2022 | 2026 | Non-Housing Community Development        | Low/Mod Area Countywide | Community Development Strategy                    | CDBG: \$205,000                                    | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 105 Persons Assisted<br><br>Other: 2 Others |
| 9.  | CDS-4 Food Programs        | 2022 | 2026 | Non-Housing Community Development        | Low/Mod Area Countywide | Community Development Strategy                    | CDBG: \$39,468                                     | Public service activities other than Low/Moderate Income Housing Benefit: 65 Persons Assisted  |
| 10. | CDS-5 Public Services      | 2022 | 2026 | Non-Housing Community Development        | Low/Mod Area Countywide | Community Development Strategy                    | CDBG: \$181,500                                    | Public service activities other than Low/Moderate Income Housing Benefit: 352 Persons Assisted   |
| 11. | AMS-1 Overall Coordination | 2022 | 2026 | Administration, Planning, and Management | Low/Mod Area Countywide | Administration, Planning, and Management Strategy | CDBG: \$343,692<br>HOME: \$78,816<br>ESG: \$11,360 | Other: 3 Others  |
| 12. | AMS-3 Fair Housing         | 2022 | 2026 | Fair Housing                             | Low/Mod Area Countywide | Administration, Planning, and Management Strategy | CDBG: \$0<br>HOME: \$0                             | Other: 1 Other   |

Table 6 – Goals Summary

**Goal Descriptions**

|    |                         |   |
|----|-------------------------|---|
| 1. | <b>Goal Name</b>        | <b>HSG-2 Owner-occupied Housing Rehabilitation</b>  |
|    | <b>Goal Description</b> | Conserve and rehabilitate existing affordable housing units occupied by low- and moderate-income homeowners in the community by providing financial assistance to addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities. |
| 2. | <b>Goal Name</b>        | <b>HSG-3 Housing Construction/Rehabilitation</b>  |
|    | <b>Goal Description</b> | Increase the supply of decent, safe and sanitary, and accessible housing that is affordable to both owners and renters in the County by assisting with acquisition, site improvements, development fees, new construction and rehabilitation of vacant buildings.                                 |
| 3. | <b>Goal Name</b>        | <b>HSG-5 Fair Housing</b>   |
|    | <b>Goal Description</b> | Promote fair housing choice through education, training, and outreach throughout the County.  |
| 4. | <b>Goal Name</b>        | <b>HMS-1 Operation/Support</b>  |
|    | <b>Goal Description</b> | Financially assist providers to operate housing and support services for the homeless and persons at-risk of becoming homeless.   |
| 5. | <b>Goal Name</b>        | <b>HMS-2 Prevention and Re-Housing</b>  |
|    | <b>Goal Description</b> | Continue to support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.  |

|     |                         |   |
|-----|-------------------------|---|
| 6.  | <b>Goal Name</b>        | <b>HMS-3 Housing</b>  |
|     | <b>Goal Description</b> | Support the rehabilitation of, including accessibility improvements, for emergency shelters, transitional housing, and permanent housing for the homeless.  |
| 7.  | <b>Goal Name</b>        | <b>SNS-2 Social Services</b>  |
|     | <b>Goal Description</b> | Support social service programs and facilities for the elderly, persons with disabilities, persons with developmental disabilities, persons with HIV/AIDS, victims of domestic violence, victims of sexual assault, victims of human trafficking, persons recovering from alcohol/drug dependency, persons recently leaving incarceration, and persons with other special needs.  |
| 8.  | <b>Goal Name</b>        | <b>CDS-1 Community Facilities</b>   |
|     | <b>Goal Description</b> | Improve parks, recreational facilities, neighborhood facilities, trails and libraries including accessibility improvements to public buildings and all community facilities in the County.  |
| 9.  | <b>Goal Name</b>        | <b>CDS-4 Food Programs</b>  |
|     | <b>Goal Description</b> | Provide assistance for food and nutritional programs to address the needs of unemployed, underemployed, and homeless.   |
| 10. | <b>Goal Name</b>        | <b>CDS-5 Public Services</b>  |
|     | <b>Goal Description</b> | Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.   |
| 11. | <b>Goal Name</b>        | <b>AMS-1 Overall Coordination</b>   |
|     | <b>Goal Description</b> | Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews (ERR) and Section 106 clearances (SHPO), fair housing, and compliance with all Federal, State, and local laws and regulations. |

|     |                  |  |
|-----|------------------|--|
| 12. | Goal Name        | AMS-3 Fair Housing   |
|     | Goal Description | Provide funds for training, education, outreach, and monitoring to affirmatively further fair housing in the County. |

Table 7 – Goal Descriptions

**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):**

Richland County proposes to assist the following:

- **Extremely Low-Income** - 37 family
- **Low-Income** - 9 families
- **Moderate-Income** - 25 families

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## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Richland County proposes to undertake the following activities with the FY 2024 CDBG, HOME, and ESG funds:

#### Projects

| #   | Project Name                          |
|-----|---------------------------------------|
| 1.  | CDBG General Administration           |
| 2.  | Housing Rehabilitation                |
| 3.  | Public Facility Improvements          |
| 4.  | Public Services                       |
| 5.  | Transitional Housing Rehabilitation   |
| 6.  | Affordable Rental Housing Development |
| 7.  | HOME General Administration           |
| 8.  | CHDO Set-Aside                        |
| 9.  | Development of Affordable Housing     |
| 10. | Emergency Solutions Grant Program     |

Table 5 – Project Information

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

CDBG funds are intended to provide low- and moderate-income households with the opportunity to live in viable communities, which includes decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilities and improvements; infrastructure improvements; housing rehabilitation and preservation; affordable housing development activities; public services; economic development; and planning and administration.

Richland County has allocated its CDBG funds for FY 2024 to principally benefit low- and moderate-income persons.

- Community and Public facilities improvements will either be located in a low- and moderate-income census tract/block group or the County will prepare surveys which show a low- and moderate-income population over 51%.
- The infrastructure improvement activities are either located in a low- and moderate-income census tract/block group or have a low- and moderate-income service area benefit or clientele over 51% low- and moderate-income.
- Funding for public services will be based on the clientele’s income or in certain cases a limited type of clientele with a presumed low- and moderate-income status.

- The homeless projects/activities are for homeless agencies/organization that serve a specific type of clientele with a presumed low- and moderate-income status.
- The other special needs projects/activities are limited to a clientele with a presumed low- and moderate-income status.
- Demolition of structures will either be located in low- and moderate-income areas or in areas that have been designated as slum and blighted areas.
- The housing activities have income eligibility criteria; therefore, the income requirement directs funds to low- and moderate-income households throughout the County.

The HOME funds will be used for administration and for housing projects. These funds will be targeted to low-income persons and projects designed to provide affordable housing to low-income persons.

The ESG funds will be used for Administration, Rapid Re-housing/Homeless prevention/HMIS, and Emergency Shelter Projects. Those funds will be targeted to low-income persons who are homeless or at-risk of becoming homeless.

The total amount of FY 2024 CDBG funds is \$1,718,460, of which 20% (\$343,692) is for administration and 80% (\$1,374,768) is allocated for projects/activities. Approximately 100% (\$1,374,768) will principally benefit low- and moderate-income persons.

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### AP-38 Project Summary

#### Project Summary Information

|    |  |  |
|----|--|--|
| 1. | <b>Project Name</b>  | <b>General Administration</b>  |
|    | <b>Target Area</b>   | Countywide   |
|    | <b>Goals Supported</b>   | HSG-5 Fair Housing<br>AMS-1 Overall Coordination<br>AMS-3 Fair Housing   |
|    | <b>Needs Addressed</b>   | Housing Strategy<br>Administration, Planning, and Management Strategy  |
|    | <b>Funding</b>   | CDBG: \$343,692.00   |
|    | <b>Description</b>   | Expenses to administer the Community Development Block Grant. This covers the staff salaries and benefits, office expenses, planning services, and other facets of program management. |
|    | <b>Target Date</b>   | 9/30/2025  |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 1 Organization   |
|    | <b>Location Description</b>  | Richland County, Community Planning & Development Department, Community Development Division, 2020 Hampton St. Suite 3058, Columbia, SC 29202  |
|    | <b>Planned Activities</b>  | The project matrix code is 21A, General Program Administration.  |
| 2. | <b>Project Name</b>  | <b>Housing Rehabilitation</b>  |
|    | <b>Target Area</b>   | Countywide   |
|    | <b>Goals Supported</b>   | HSG-2 Owner-occupied Housing Rehabilitation  |

|           |  |   |
|-----------|--|---|
|           | <b>Needs Addressed</b>   | Housing Strategy  |
|           | <b>Funding</b>   | CDBG: \$175,000.00  |
|           | <b>Description</b>   | <p>Funds will be used to support two (2) signature housing rehabilitation programs, Operation One Touch (OOT) and CDBG Rehab, along with staff salaries to manage program operations (i.e. inspections, construction estimation, environmental reviews, oversight and compliance). Available funds from prior years funds will also be used to support these programs.</p> <ol style="list-style-type: none"> <li>1) <b>Operation One Touch (OOT)</b> – OOT is the County’s emergency housing rehab program which provides a 0% interest forgivable loan to assist with urgent minor home repair needs for income eligible homeowners in unincorporated Richland County for installation of roofs, soffits, gutters, electrical upgrades, plumbing, etc. (15 Housing Units)</li> <li>2) <b>CDBG Rehab</b> – CDBG Rehab is the County’s Owner-Occupied Housing Rehab program that partners with qualified non-profit organizations to provide minor home repairs to eligible homeowners in unincorporated Richland County. (10 Housing Units)</li> </ol> |
|           | <b>Target Date</b>   | 9/30/2025   |
|           | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 25 Housing Units  |
|           | <b>Location Description</b>  | Countywide  |
|           | <b>Planned Activities</b>  | <p>The National Objective is Low/Mod Income Housing Benefit (LMH).</p> <p>The HUD Matrix Code is 14A, Rehab; Single-Unit Residential.</p>   |
| <b>3.</b> | <b>Project Name</b>  | <b>Public Facility Improvements</b>   |
|           | <b>Target Area</b>   | Countywide  |
|           | <b>Goals Supported</b>   | CDS-1 Community Facilities  |

|    |  |  |
|----|--|--|
|    | <b>Needs Addressed</b>   | Community Development Strategy   |
|    | <b>Funding</b>   | CDBG: \$205,000.00   |
|    | <b>Description</b>   | Expenses to be used to assist Vital Connections of the Midlands, a non-profit childcare provider serving LMI households to: <ol style="list-style-type: none"> <li>1) Acquire the Tender Years Childcare property in Hopkins, SC where the organization has served for 20 years, and</li> <li>2) Provide rehabilitation to both the Tender Years and Arthurtown Childcare Centers, including resurfaced parking lots and outdoor play space upgrades. Activity Delivery Costs are included in the allocation.</li> </ol> |
|    | <b>Target Date</b>   | 9/30/2025  |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 2 public facility improvements<br>105 extremely low-income households annually   |
|    | <b>Location Description</b>  | Tender Years Center: 6862 Lower Richland Blvd., Hopkins, SC 29061<br>Arthurtown Center: 223 Riley Street, Columbia, SC 29201   |
|    | <b>Planned Activities</b>  | The National Objective is Low/Mod Income Clientele (LMC).<br>The project matrix code is 03M, Childcare Centers.  |
| 4. | <b>Project Name</b>  | <b>Public Service</b>  |
|    | <b>Target Area</b>   | Countywide   |
|    | <b>Goals Supported</b>   | SNS-2 Social Services<br>CDS-4 Food Programs<br>CDS-5 Public Services  |
|    | <b>Needs Addressed</b>   | Other Special Needs Strategy<br>Community Development Strategy   |

|  |   |
|--|---|
| <b>Funding</b>   | CDBG: \$254,792.00  |
| <b>Description</b>   | Expenses to be used to improve and enhance public services for LMI individuals and households through various non-profit and community-based agencies. Not to exceed 15% of the annual CDBG allocation.   |
| <b>Target Date</b>   | 9/30/2025   |
| <b>Estimate the number and type of families that will benefit from the proposed activities</b> | <p>The following subrecipients will assist the following:</p> <p><b>Boys and Girls Club of the Midlands</b> - 90 Youth</p> <p><b>Foodshare SC</b> – 65 Seniors</p> <p><b>Sistercare</b> – 100 Women</p> <p><b>Healthy Learners</b> (operated by the Sisters of Charity) – 212 youth</p> <p><b>Unallocated Public Service Funds</b> – 50 households</p>  |
| <b>Location Description</b>  | <p>The project locations are the following:</p> <p><b>Boys and Girls Club of the Midlands</b> - This will fund scholarships at sites across the County, mostly elementary schools. Their office address is 500 Gracern Rd., Columbia, SC 29210</p> <p><b>Foodshare SC</b> – 201 Columbia Mall Blvd., Suite 109, Columbia, SC 29223</p> <p><b>Sistercare</b> – Physical address is confidential. Mailing address is PO Box 1029, Columbia, SC 29202</p> <p><b>Healthy Learners</b> (operated by the Sisters of Charity) – These health screenings take place at Title I schools countywide. Office address is 2711 Middleburg Drive, Suite 304, Columbia, SC 29204</p> <p><b>Unallocated Public Service Funds</b> – To be determined</p> |

|    |                                  |  |
|----|----------------------------------|--|
|    | <p><b>Planned Activities</b></p> | <p>The project matrix codes are determined by each activity as follows:</p> <p><b>Boys and Girls Club of the Midlands</b> - will receive \$90,000 in CDBG funds to expand availability of no-cost, high quality after-school care and summer care services to LMI families residing in unincorporated Richland County through scholarships for eligible families. The project matrix code is 05D, Youth Services and the Five Year Goal is CDS-5 Public Services.</p> <p><b>Foodshare SC</b> - will receive \$39,468 in CDBG funds to continue the Neighborshare Program providing fresh food boxes to homebound Seniors and low-income households in unincorporated Richland County. The project matrix code is 05W, Food Banks and the Five Year Goal is CDS-4 Food Program.</p> <p><b>Sistercare</b> - will receive \$33,754 in CDBG funds to continue outreach, counseling, and support services to Hispanic and Spanish-speaking survivors of domestic violence in unincorporated Richland County. The project matrix code is 05G, Services for Battered and Abused Spouses and the Five Year Goal is SNS-2 Social Services.</p> <p><b>Healthy Learners</b> (operated by the Sisters of Charity) - will receive \$31,500 in CDBG funds to continue providing health care services, health screenings (dental, vision, and hearing), and assist families with healthcare expenses through a program for students attending one of 21 identified Title One schools in unincorporated areas of Richland County. The project matrix code is 05M, Health Services and the Five Year Goal is CDS-5 Public Services.</p> <p><b>Unallocated Public Service Funds</b> - Richland County at this time will not be allocating \$60,000 in CDBG funds. These funds will be allocated at a later date to a CDBG eligible public service activity.</p> <p>The National Objective is Low/Mod Income Limited Clientele Benefit (LMC).</p> |
| 5. | <p><b>Project Name</b></p>       | <p><b>Transitional Housing Rehabilitation</b></p>  |
|    | <p><b>Target Area</b></p>        | <p>Countywide</p>  |

|    |  |  |
|----|--|--|
|    | <b>Goals Supported</b>   | HMS-3 Housing  |
|    | <b>Needs Addressed</b>   | Homeless Strategy  |
|    | <b>Funding</b>   | CDBG: \$312,380.00   |
|    | <b>Description</b>   | Expenses to be used to improve transitional housing for homeless individuals in unincorporated areas of Richland County.   |
|    | <b>Target Date</b>   | 9/30/2025  |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 33 Transitional Housing Units serving 460 homeless individuals annually.   |
|    | <b>Location Description</b>  | The project locations are the following:<br><b>Homeless No More</b> – 2400 Waites Rd., Columbia, SC 29204<br><b>Transitions Homeless Shelter (Midlands Housing Alliance)</b> - 2025 Main Street, Columbia, SC 29201  |
|    | <b>Planned Activities</b>  | <b>Homeless No More</b> will receive \$167,380 for the rehabilitation of seventeen (17) Transitional Housing units, to include replacements of seventeen (17) HVAC units and repair of exterior stucco on all buildings.<br><b>Transitions Homeless Shelter (Midlands Housing Alliance)</b> will receive \$135,000 for four (4) ADA bathroom upgrades and for interior and exterior rehabilitation for sixteen (16) transitional housing units for Specialized Program for Veterans, Seniors, and those with an active job moving out of homelessness.<br>Contingency Funds: \$10,000 for Activity Delivery Costs and unanticipated construction-based costs.<br>The National Objective is Low/Mod Income Clientele (LMC).<br>The project matrix code is 03C, Homeless Facilities. |
| 6. | <b>Project Name</b>  | <b>Affordable Rental Housing Development</b>   |
|    | <b>Target Area</b>   | Countywide   |

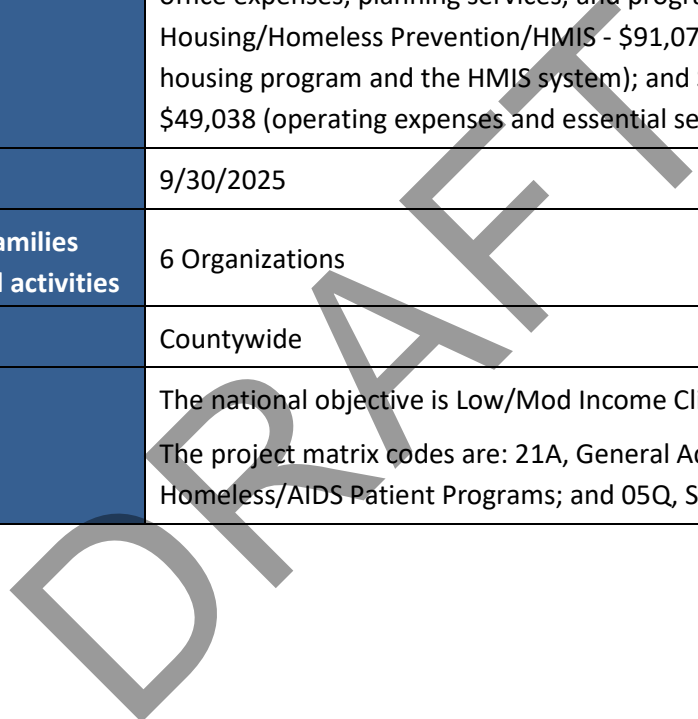


|    |  |  |
|----|--|--|
|    | <b>Goals Supported</b>   | HSG-3 Housing Construction/Rehabilitation  |
|    | <b>Needs Addressed</b>   | Housing Strategy   |
|    | <b>Funding</b>   | CDBG: \$427,596.00   |
|    | <b>Description</b>   | This activity will continue an existing County program to acquire and rehabilitate affordable housing for rental activities. Funds may be used for non-profit developers and in conjunction with the Community Housing Development Organization (CHDO).  |
|    | <b>Target Date</b>   | 9/30/2025  |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 4 housing units  |
|    | <b>Location Description</b>  | Richland County, Community Planning & Development Department, Community Development Division, 2020 Hampton St. Suite 3058, Columbia, SC 29202  |
|    | <b>Planned Activities</b>  | The National Objective is Low/Mod Housing Benefit (LMH).<br>The project matrix code will be determined by the individual Activity, but may include: <ul style="list-style-type: none"> <li>• 12, Construction of Housing;</li> <li>• 14A, Rehab: Single-Unit Residential;</li> <li>• 14B, Rehab: Multi-Unit Residential; and/or</li> <li>• 14G Rehab: Acquisition</li> </ul> |
| 7. | <b>Project Name</b>  | <b>HOME General Administration</b>   |
|    | <b>Target Area</b>   | Countywide   |
|    | <b>Goals Supported</b>   | AMS-1 Overall Coordination   |
|    | <b>Needs Addressed</b>   | Administration, Management, and Planning Strategy  |
|    | <b>Funding</b>   | HOME: \$78,816.00  |
|    | <b>Description</b>   | Funds for salaries, benefits, office expenses, legal fees, and planning management.  |
|    | <b>Target Date</b>   | 9/30/2025  |

|    |   |   |
|----|---|---|
|    | Estimate the number and type of families that will benefit from the proposed activities | 1 Organization  |
|    | Location Description  | Richland County, Community Planning & Development Department, Community Development Division, 2020 Hampton St. Suite 3058, Columbia, SC 29202   |
|    | Planned Activities  | The project matrix code is 21A, General Program Administration.   |
| 8. | <b>Project Name</b>   | <b>Housing CHDO Set-Aside</b>   |
|    | Target Area   | Countywide  |
|    | Goals Supported   | HSG-3 Housing Construction  |
|    | Needs Addressed   | Housing Strategy  |
|    | Funding   | HOME: \$118,225.00  |
|    | Description   | HOME funds will be used to assist a CHDO to increase the number of affordable housing units in the HOME Consortium for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation.  |
|    | Target Date   | 9/30/2025   |
|    | Estimate the number and type of families that will benefit from the proposed activities | 1 household   |
|    | Location Description  | County Wide   |
|    | Planned Activities  | The National Objective is Low/Mod Housing Benefit (LMH).<br>The project matrix code will be determined by the individual Activity, but may include: <ul style="list-style-type: none"> <li>• 12 Construction of Housing;</li> <li>• 14A Rehab: Single-Unit Residential;</li> <li>• 14B Rehabilitation: Multi-Unit Residential; and/or</li> <li>• 14G Rehab: Acquisition.</li> </ul> |
| 9. | <b>Project Name</b>   | <b>Development of Affordable Housing</b>  |

|     |  |   |
|-----|--|---|
|     | <b>Target Area</b>   | Countywide  |
|     | <b>Goals Supported</b>   | HSG-3 Housing Construction/Rehabilitation   |
|     | <b>Needs Addressed</b>   | Housing Strategy  |
|     | <b>Funding</b>   | HOME: \$591,123.00  |
|     | <b>Description</b>   | HOME funds will be used to assist in the development of affordable housing in the HOME Consortium for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation. CDBG funds will be used to pay the program and activity delivery costs associated with implementing the HOME Program.                     |
|     | <b>Target Date</b>   | 9/30/2025   |
|     | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 4 households  |
|     | <b>Location Description</b>  | County Wide   |
|     | <b>Planned Activities</b>  | The National Objective is Low/Mod Housing Benefit (LMH).<br>The project matrix code will be determined by the individual Activity, but may include: <ul style="list-style-type: none"> <li>• 12 Construction of Housing;</li> <li>• 14A Rehab: Single-Unit Residential; and/or</li> <li>• 14B Rehabilitation: Multi-Unit Residential</li> </ul> |
| 11. | <b>Project Name</b>  | <b>Emergency Solutions Grant Program</b>  |
|     | <b>Target Area</b>   | Countywide  |
|     | <b>Goals Supported</b>   | HMS-1 Operation/Support<br>HMS-2 Prevention and Re-Housing<br>AMS-1 Overall Coordination  |

|   |  |
|---|--|
| <p><b>Needs Addressed</b></p>   | <p>Homeless Strategy<br/>Administration, Management, and Planning Strategy</p>   |
| <p><b>Funding</b></p>   | <p>ESG: \$151,468.00</p>   |
| <p><b>Description</b></p>   | <p>Funds will be used for General Administration - \$11,360 (staff salaries, staff benefits, office expenses, planning services, and program management); Rapid Re-Housing/Homeless Prevention/HMIS - \$91,070 (homeless prevention program, rapid re-housing program and the HMIS system); and Street Outreach/Emergency Shelter - \$49,038 (operating expenses and essential services for shelters).</p> |
| <p><b>Target Date</b></p>   | <p>9/30/2025</p>   |
| <p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> | <p>6 Organizations</p>   |
| <p><b>Location Description</b></p>  | <p>Countywide</p>  |
| <p><b>Planned Activities</b></p>  | <p>The national objective is Low/Mod Income Clientele Benefit (LMC).<br/>The project matrix codes are: 21A, General Administration; 03T, Operating Cost of Homeless/AIDS Patient Programs; and 05Q, Subsistence Payments.</p>  |



## **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 following information provides a profile of the population, age, and racial/ethnic composition of Richland County. This information was obtained from the U.S. Census Bureau website, <http://data.census.gov>. The 2018-2022 American Community Survey 5-Year Estimates (ACS), the 2020 U.S. Census data, and the 2016-2020 HUD Comprehensive Housing Affordability Strategy (CHAS) data were used to analyze the social, economic, housing, and general demographic characteristics of Richland County.

#### **Population:**

Richland County's overall population as reported in the 2018-2022 American Community Survey was 416,161.

- The County's population was 404,869 at the time of the 2013-2017 American Community Survey, an increase of 2.79% (11,292 people) over the last five years.
- Between the 2013-2017 ACS and the 2018-2022 ACS, the population in South Carolina increased 5.09% from 4,893,444 to 5,142,750 people

#### **Age:**

Richland County's age of population (based on 2018-2022 ACS data)

- The median age in Richland County was 33.9 years, compared to 40.0 years for South Carolina.
- Youth under the age of 18 accounted for 21.5% of the County's population, the same proportion as statewide.
- Seniors aged 65 or over represent 13.4% of the County's population, which is less than South Carolina's average of 18.2% of the population.
- Adults ranging from 20 to 24 years old make up the largest five-year cohort of the County's population at 10.3%.

#### **Race/Ethnicity:**

Racial/ethnic composition of Richland County, according to the 2018-2022 American Community Survey:

- 42.4% are White alone
- 47.2% are Black or African American alone
- 0.2% are American Indian or Alaska Native alone
- 2.9% are Asian alone
- 2.4% are Some Other Race alone
- 4.6% are Two or more races
- 5.4% are Hispanic or Latino, of any race

**Income Profile:**

The following is a summary of income statistics for Richland County from the 2018-2022 American Community Survey:

- At the time of the 2018-2022 American Community Survey, median household income in Richland County was \$59,850, higher than the City of Columbia (\$54,095) but lower than the State of South Carolina (\$63,623).
- 27.5% of households with earnings received Social Security income.
- 1.5% of households with earnings received cash public assistance.
- 23.2% of households with earnings received retirement income.
- 16.8% of residents were living in poverty.
- 34.9% of female-headed households with children were living in poverty.
- 21.8% of all children under 18 years were living in poverty.

**Low/Mod Income Profile:**

The low- and moderate-income profile for Richland County is a measurement of the area's needs. Richland County has an overall low- and moderate-income percentage of 45.26%. These low- and moderate-income statistics were obtained from the U.S. Department of Housing and Urban Development's website, [www.hud.gov](http://www.hud.gov).

**Economic Profile:**

The following illustrates the economic profile for Richland County from the 2018-2022 American Community Survey Estimates:

- As of the 2018-2022 ACS, Richland County had 337,509 people aged 16 years and over. Of these, 65.5% (210,748 persons) were in the civilian labor force and 58.2% (196,460 persons) were employed. 3.1% (10,447 persons) were in the Armed Forces.
- **Occupation:**
  - 42.9% of the employed civilian population 16 years and over had occupations classified as management, business, science, and arts occupations.
  - 22.1% of the employed civilian population had occupations classified as sales and office occupations.
  - 17.3% of the employed civilian population had occupations classified as service occupations.
- **Industry:**
  - The education, health, and social service industry represented 25.8% of those employed.
  - Retail industry employees comprised 11.1% of those employed.
- **Class:**
  - 73.0% of workers were considered in the private wage and salary worker class.
  - 22.3% of workers were considered in the government class.
  - 4.4% of workers were considered in the self-employed workers in own not-incorporated business class.

According to the U.S. Labor Department, the unadjusted unemployment rate for Richland County for April of 2024 was 3.0% and the City of Columbia’s unemployment rate was 3.4%. The unadjusted unemployment rate was 2.9% for the State of South Carolina in April of 2023 and 3.5% for the United States.

**Geographic Distribution**

| Target Area                               | Percentage of Funds |
|---|---------------------|
| Countywide excluding the City of Columbia | 100%                |
| Low/Mod Areas                             | 0%                  |

**Table 6 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

Richland County will allocate its CDBG funds to those geographic areas whose population is over 51% low- and moderate-income and/or to low- and moderate-income clientele. At least 70% of all the County’s CDBG funds are budgeted for activities which principally benefit low- and moderate-income persons. The following guidelines for allocating CDBG and HOME funds will be used by the County for the FY 2024 Program Year:

- The public services projects/activities are for social service organizations whose clientele are low-income or in certain cases, a limited type of clientele with a presumed low- and moderate-income status.
- The homeless projects/activities are for homeless agencies/organization that serve a specific type of clientele with a presumed low- and moderate-income status.
- The other special needs projects/activities are limited to a clientele with a presumed low- and moderate-income status.
- The community and public facilities projects/activities are either located in a low- and moderate-income census tract/block group or have a low- and moderate-income service area benefit or a limited clientele which is low- and moderate-income.
- The infrastructure improvement projects/activities are either located in a low- and moderate-income census tract/block group or have a low- and moderate-income service area benefit or a limited clientele which is low- and moderate-income.
- The acquisition and demolition of structures are either located in a low- and moderate-income census area or these activities are eligible by preventing or eliminating slums and blight on a spot or area basis.
- The housing projects/activities have income eligibility criteria; therefore, the income requirement limits funds to low- and moderate-income households throughout the County.
- Economic development projects/activities will either be located in a low- and moderate-income census tract/block group, or a poverty census tract greater than 20%, or part of a redevelopment plan, or makes 51% of the jobs available to low- and moderate-income persons.

The County allocates CDBG funds to areas or projects/activities which predominantly benefit low- and moderate-income persons to rehabilitate or construct new housing for low- and moderate-income households; to create low- and moderate-income jobs; to projects/activities that principally benefit low- and moderate-income persons; and/or slum and blight removal on a spot or area basis.

The HOME funds will be used for administration and for housing projects/activities. These funds will be targeted to low-income households and projects/activities designed to provide affordable housing to low-income households. The disbursement is based on needs of low- and moderate-income households, not by geographic area.

The ESG funds will be used for Administration, Rapid Re-housing/Homeless prevention/HMIS, and Emergency Shelter Projects. Those funds will be targeted to low-income persons who are homeless or at-risk of becoming homeless.

### **Discussion**

The total amount of FY 2024 CDBG funds is \$1,718,460, of which 20% (\$343,692) is for administration and 80% (\$1,374,768) is allocated for projects/activities. 100% of the funds will be going towards Low- and Moderate-Income areas.

The geographic locations for the FY 2024 CDBG Activities will be countywide or at the location of service provider subrecipients. The geographic location for HOME activities will also be countywide or at the location of service provider subrecipients. Public benefits will be for low- and moderate- income residents of Richland County either through direct benefit such as homeownership, housing rehabilitation or individual services such as homeless assistance. Community facilities improvements will be area benefit activities such as street reconstruction or recreation improvements in areas where at least 51% of the residents are LMI. The geographic location for ESG will also be countywide or at the location of service provided by subrecipients.

The County is allocating its CDBG funds to areas or projects/activities which predominantly benefit low- and moderate-income persons to rehabilitate or construct new housing for low- and moderate-income households; to create low- and moderate-income jobs; and to projects/activities that benefit the low- and moderate-income population.



## Affordable Housing

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

#### Introduction

Richland County will utilize its CDBG and HOME funds to rehabilitate and to support the construction of new affordable housing units. The one-year goals for affordable housing in Richland County for FY 2024 are as follows:

| One Year Goals for the Number of Households to be Supported |           |
|---|-----------|
| Homeless  | 0         |
| Non-Homeless  | 71        |
| Special-Needs   | 0         |
| <b>Total:</b>   | <b>71</b> |

**Table 7 - 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                                   | 5         |
| Rehab of Existing Units                                       | 66        |
| Acquisition of Existing Units                                 | 0         |
| <b>Total:</b>   | <b>71</b> |

**Table 8 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

Richland County will fund the following projects with 2024 CDBG and HOME funds:

- **Housing Rehabilitation** - Funds will be used to support two signature housing rehabilitation programs, Operation One Touch (OOT) and CDBG Rehab, along with staff salaries to manage program operations (i.e. inspections, construction estimation, environmental reviews, oversight and compliance). (25 Housing Units)
  - **Operation One Touch (OOT)** – OOT is the County’s emergency housing rehab program which provides a 0% interest forgivable loan to assist with urgent minor home repair needs for income eligible homeowners in unincorporated Richland County for installation of roofs, soffits, gutters, electrical upgrades, plumbing, etc.
  - **CDBG Rehab** – CDBG Rehab is the County’s Owner-Occupied Housing Rehab program that partners with qualified non-profit organizations to provide minor home repairs to eligible homeowners in unincorporated Richland County.

- **Transitional Housing Rehabilitation** – Funds to be used to improve transitional housing for homeless individuals in unincorporated areas of Richland County. The following projects will be funded:
  - **Homeless No More** – Funds will be used to rehabilitate seventeen (17) Transitional Housing units, to include replacements of seventeen (17) HVAC units and repair of exterior stucco on all buildings. (17 Housing Units)
  - **Transitions Homeless Shelter (Midlands Housing Alliance)** – Funds will be used to rehabilitate four (4) ADA bathroom upgrades and for interior and exterior rehabilitation for sixteen (16) transitional housing units for Specialized Program for Veterans, Seniors, and those with an active job moving out of homelessness. (20 Housing Units)
- **Affordable Rental Housing Development** - Funds may be used for non-profit developers and in conjunction with the Community Housing Development Organization (CHDO). (4 Housing Units)
- **Housing CHDO Set-Aside** - HOME funds will be used to assist a CHDO to increase the number of affordable housing units in the HOME Consortium for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation. (1 Housing Unit)
- **Development of Affordable Housing Payment** - HOME funds will be used to assist in the development of affordable housing in the HOME Consortium for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation. CDBG funds will be used to pay the program and activity delivery costs associated with implementing the HOME Program. (4 Housing Units)

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

### **Introduction**

Richland County has a public housing authority to provide public housing for its low-income County residents. The mission of the Columbia Housing Authority is to provide affordable, accessible, quality housing and support services through community partnerships.

The Columbia Housing Authority is responsible for its own hiring, contracting, and procurement. The Housing Authority provides the County with a copy of its Five-Year Capital Fund Program and Annual Plan for review each year. The County certifies that the Capital Fund Program and Annual Plan are consistent with the County's Five-Year Consolidated Plan. Should the Housing Authority propose any demolition or disposition of public housing units, it will consult with the local neighborhoods where the development is located, as well as with the County staff.

The Columbia Housing Authority meets with each of its housing developments to discuss the Annual Plans for the Housing Authority. They also discuss physical needs assessment for allocating and spending Capital Funds at the different developments. The Housing Authority puts copies of the plans in the housing developments for public comment. The Columbia Housing Authority Board also has a seat on the five (5) member Board, which is occupied by a resident to help with the decision and planning process of the Housing Authority.

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

The Columbia Housing Authority funds a variety of activities to improve the overall living environment in the Authority's public housing projects.

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

The CHA Resident Executive Council (REC) provides residents with the opportunity to become involved in housing authority policy making. The REC is made up of representatives from each CHA public housing community, and members are elected by their peers based on participation in local Community Clubs. The REC meets on fourth Monday of each quarter. Richland County will work with CHA to improve attendance at these meetings in FY 2024-2025.

Richland County will also continue to provide twelve (12) hours of housing counseling classes to CHA residents through the RCHAP program. Classes will cover home buying, budget and credit, and home and yard maintenance.

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

The Columbia Housing Authority is not designated as "troubled" by HUD.

**Discussion**

Not Applicable.

DRAFT

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

### Introduction

Under its Five-Year Consolidated Plan, Richland County has developed its Strategic Plan in cooperation with the CoC to address homelessness for FY 2022 through FY 2026. These goals are set forth in the following priorities:

### Homeless Strategy - (High Priority)

**Priority Need:** There is a continuing need for services and housing opportunities for homeless persons and persons/families at-risk of becoming homeless.

**Objective:** Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

### Goals:

- **HMS-1 Operation/Support** – Financially assist providers to operate housing and support services for the homeless and persons at-risk of becoming homeless.
- **HMS-2 Prevention and Re-Housing** - Continue to support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
- **HMS-3 Housing** - Support the rehabilitation of, including accessibility improvements for emergency shelters, transitional housing, and permanent housing for the homeless.
- **HMS-4 Continuum of Care** - Support the local Continuum of Care's (CoC) efforts to provide emergency shelter, and permanent supportive housing to persons and families who are homeless or who are at risk of becoming homeless.
- **HMS-5 Permanent Housing** - Promote the development of permanent supportive housing for homeless individuals and families.

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

The CoC utilizes a coordinated entry process that prioritizes assistance based on severity of need, length of time homeless, and unsheltered versus sheltered status to ensure those who need assistance the most can receive services and housing in a timely manner. Outreach teams work nontraditional hours and cover the CoC's entire geographic area. They are focused on persons with a serious mental illness who live unsheltered because this is the subpopulation in our community least likely to access assistance. Agencies, local businesses, and community members routinely contact the street outreach team regarding persons needing assistance, especially those living unsheltered. Persons experiencing homelessness are engaged through outreach, rapport-building, and with the use of peer-to-peer models. The CoC utilizes a centralized entry. Most persons enter the system through the Harmony House day shelter. However, the local homeless veteran's center, domestic violence shelter, and street

outreach all serve as points of entry. A VI-SPDAT assessment is conducted (coordinated entry assessment tool) to determine need. The individual/family is on a by-name list and referred to appropriate services and housing. All CoC and ESG-funded programs utilize coordinated entry.

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

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

Successful recovery for individuals experiencing chronic homelessness depends on access to stable housing. Permanent supportive housing for such individuals is provided by the following organizations with programs targeted for chronic homelessness.

**Chronically Homeless Service Providers:** Columbia Area Mental Health Center, Midlands Housing Alliance (Transitions), VA Medical Center (Dorm), 180 Place

Many organizations providing services for individuals experiencing homelessness do not have services and facilities adequate to meet the needs of families with children. In an interview conducted for this Consolidated Plan, representatives from Homeless No More indicated that the need for such services and facilities far exceeds the available supply. Supportive housing for these families provides stability that helps prevent school absences and contributes to academic achievement. The following organizations provide services targeted to families with children experiencing homelessness.

**Families with Children:** Christ Central Ministries - Hannah House, Homeless No More, Toby's Place, USC, School of Medicine, Department of Internal Medicine, Supportive Housing Services

The organizations below provide supportive housing services specifically designed to meet the needs of veterans experiencing homelessness. HUD also provides rental assistance vouchers through the CHA for privately owned housing to veterans who are eligible for VA health care services and are experiencing homelessness. VA case managers may connect veterans with support services such as health care, mental health treatment and substance use counseling to help them in their recovery process and with maintaining housing in the community.

**Veterans:** VA Medical Center (Dorm), Alston Wilkes Veterans Home

Homeless organization representatives interviewed for this Consolidated Plan also indicated that supportive housing services targeted to unaccompanied youth are insufficient to meet the needs in Richland County. The organizations below provide various services for unaccompanied youth experiencing homelessness; however, long-term supportive housing with developmentally appropriate services are limited. Only four beds with these services are available in the county.

**Unaccompanied Youth:** Alston Wilkes Society-Columbia, Epworth Children’s Home, Growing Home Southeast, Lexington School District Two McKinney-Vento Liaison, Mental Illness Recovery Center, Mental Illness Recovery Center Inc. (MIRCI), Palmetto Place Children's Shelter, Richland County Public Defender’s Office (youth defender), Richland School District One McKinney-Vento Liaison, Richland School District Two McKinney-Vento Liaison, State of South Carolina Department of Social Services, University of South Carolina Social Work

**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**

Utilizing the Housing First Model, homeless individuals and families are housed as soon as they are eligible for housing, based on a centralized assessment, as well as housing availability. Prior to housing, homeless individuals/families are assigned to a supportive services team which continues to provide support to them once they obtain their housing. This model has been effective in housing retention.

**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**

Individuals with severe mental health challenges often require transitional or permanent supportive housing including ongoing treatment, social services and housing assistance to recover and live independently. According to the 2015 National Survey on Drug Use and Health sponsored by Substance Abuse and Mental Health Services Administration (SAMHSA), an agency in the U.S. Department of Health and Human Services (DHHS), an estimated 18.1% or 43,521 Richland County residents suffer from a mental illness while an estimated four percent suffer severe mental illness.

## Discussion

The Midlands Area Consortium for the Homeless (MACH) was awarded \$4,750,787 for its Tier 1 FY 2023 Continuum of Care Application. The following is a breakdown of the Tier 1 awards:

|   |    |                     |
|---|----|---------------------|
| • <b>Housing Development Corporation of Rock Hill RRH Renewal</b> .....                               | \$ | 35,856.00           |
| • <b>Mental Illness Recovery Center, Inc.:</b>  |    |                     |
| ○ <b>Home Base I and II 2023</b> .....  | \$ | 727,237.00          |
| ○ <b>Home Base III and IV 2023 Renewal</b> .....  | \$ | 342,884.00          |
| ○ <b>Housing First for Unaccompanied Youth 2023</b> .....   | \$ | 73,254.00           |
| ○ <b>MIRCI Housing First 2023</b> .....   | \$ | 345,134.00          |
| ○ <b>MIRCI PH for Chronic Homeless 2023</b> .....   | \$ | 194,069.00          |
| ○ <b>MIRCI SHP 2023</b> .....   | \$ | 311,886.00          |
| • <b>Midlands Housing Alliance, Inc. RRH Renewal PY24-25</b> .....                                    | \$ | 97,363.00           |
| • <b>One-Eighty Place Rapid Re-Housing MACH 23</b> .....  | \$ | 254,984.00          |
| • <b>Palmetto Place Children’s Emergency Shelter Unaccompanied Youth JT PH/RRH Project 2023</b> ..... | \$ | 95,712.00           |
| • <b>Safe Passage, Inc. Rapid Rehousing Program</b> .....   | \$ | 298,636.00          |
| • <b>Sistercare, Inc.:</b>  |    |                     |
| ○ <b>Permanent Housing and Supportive Services for Disabled Domestic Violence Victims</b> .....       | \$ | 361,423.00          |
| ○ <b>Sistercare Rapid Rehousing Program</b> .....   | \$ | 338,033.00          |
| • <b>The Housing Authority of the City of Columbia, SC</b>  |    |                     |
| ○ <b>FY 2023 CHASC Disable Grant</b> .....  | \$ | 349,393.00          |
| ○ <b>FY 2023 CHASC Expansion Grant</b> .....  | \$ | 159,264.00          |
| ○ <b>FY 2023 CHASC Expansion Plus Grant</b> .....   | \$ | 68,155.00           |
| ○ <b>FY 2023 CHASC PSH Chronic Grant</b> .....  | \$ | 263,443.00          |
| • <b>United Way of the Midlands:</b>  |    |                     |
| ○ <b>HMIS Renewal SC-502 FY 2023</b> .....  | \$ | 118,133.00          |
| ○ <b>SC-502 CoC Planning Application FY 2023</b> .....  | \$ | 315,928.00          |
| • <b>Total:</b> .....   | \$ | <b>4,750,787.00</b> |



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

### **Introduction:**

Richland County is committed to removing or reducing barriers to the development of affordable housing whenever possible throughout the County. A variety of actions include, among others, to reduce the cost of housing to make it affordable.

- Provide developers and non-profits with incentives for the construction or rehabilitation of affordable housing to keep rents affordable.
- Provide assistance to first time homebuyer to purchase a home.
- Assist in acquiring sites for development of affordable housing.
- Promote Federal and State financial assistance for affordable housing.

Richland County prepared its 2017 Analysis of Impediments to Fair Housing Choice (AI) to coincide with the County's Five-Year Consolidated Plan. Richland County's AI identified the following impediments.

**Impediment 1: Availability of Affordable Units in a Range of Sizes** - There is a need for additional assisted housing throughout the County. Racial or ethnic minority more likely to be experiencing a disproportionate need due to cost burdens, incomplete plumbing or kitchen, facilities, or overcrowding. This contributing factor has been assigned a medium level of priority based on the extent of the need and the County's ability to respond to this need.

**Impediment 2: Access to Financial Services** - The ability of residents throughout the County to secure home purchase loans varies according to the race and ethnicity of the loan applicant. This was Identified in data gathered under the Home Mortgage Disclosure Act (HMDA).

**Impediment 3: Failure to make reasonable accommodation or modification** - Residents and stakeholders who provided commentary during the AFH process, whether through public input sessions or the Fair Housing Survey, identified failure to make reasonable accommodation as a factor that contributes to the limited availability of accessible housing units to residents with disabilities. The County believes that it has the capacity to address this factor through outreach and education to County residents and landlords, and considers doing so to be a high priority.

**Impediment 4: Access to Publicly Supported Housing for Persons with Disabilities**- Residents and stakeholders who provided commentary during the AFH process, whether through public input sessions or the Fair Housing Survey, identified shortages of affordable, accessible housing to be a contributing factor to fair housing issues impacting residents with disabilities.

**Impediment 5: Resistance to Affordable Housing**- This factor, identified through the feedback of stakeholders during the public input portion of the AFH process, contributes to a lack of affordable housing in the County. Lack of affordable housing restricts the fair housing choice of County residents.

**Impediment 6: Discriminatory Actions in the Marketplace-** This factor, identified through the feedback of stakeholders during the public input portion of the AFH process, serves to limit the fair housing choice of residents with disabilities and racial/ethnic minority groups.

**Impediment 7: Lack of Understanding of Fair Housing Law-** This factor, identified through the feedback of stakeholders during the public input portion of the AFH process, contributes to discrimination and differential treatment in the housing market. Furthermore, a lack of understanding of fair housing law means that those who may suffer discrimination in the housing market do not know where to turn when they do.

**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**

Richland County, in its most recent Analysis of Impediments to Fair Housing Choice, did not identify any negative effects of its public policies that serve as barriers to affordable housing. The County has continued to revise and update its Zoning Ordinance. This document is consistent with the Fair Housing Act, Section 504, and the Americans with Disabilities Act. There are no other public policies that restrict fair housing.

**Discussion:**

Not Applicable.

## AP-85 Other Actions – 91.220(k)

### Introduction:

Richland County has developed the following actions which address:

- obstacles to meeting underserved needs;
- fosters affordable housing;
- reduces lead-based hazards;
- reduced the number of poverty-level families;
- develops institutional structures, and
- enhance coordination between public and private housing and social service agencies.

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

The County under its FY 2024 Program Year will take the following actions to address obstacles to meeting the underserved needs:

- Provide funds for public service activities.
- Provide funds for workforce housing options for owner occupied and renter occupied housing units.
- Provide funds for new housing construction of owner occupied and renter occupied housing units that are decent, safe, sound, affordable, and assessable.
- Provide funds for rehabilitation to help bring the older existing housing stock up to code standards and make accessibility improvements as needed.
- The County will continue to leverage its financial resources and apply for additional public and private funds.

Richland County will work to address these obstacles through the agencies and programs to be funded in FY 2024. Some of the activities to address these obstacles include:

- Public Service Activities
  - Boys & Girls Club
  - Food Share SC
  - Sistercare
  - Healthy Learners
- Housing Rehabilitation
- Transitional Housing Rehabilitation
- Affordable Rental Housing Development
- Housing CHDO Set-Aside
- Development of Affordable Housing
- Emergency Solutions Grant Program

## Actions planned to foster and maintain affordable housing

The County is proposing the following goals and strategies to foster and maintain affordable housing:

- **HSG-1 Homeownership** - Continue to assist low- and moderate-income potential homebuyers to purchase homes through down payment assistance, closing cost assistance, housing rehabilitation assistance and required housing counseling training.
- **HSG-2 Owner-occupied Housing Rehabilitation** - Conserve and rehabilitate existing affordable housing units occupied by low- and moderate-income homeowners in the community by providing financial assistance to addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- **HSG-3 Housing Construction/Rehabilitation** - Increase the supply of decent, safe and sanitary, and accessible housing that is affordable to both owners and renters in the County by assisting with acquisition, site improvements, development fees, new construction and rehabilitation of vacant buildings.
- **HSG-4 Renter-occupied Rehabilitation** - Provide financial assistance to landlords to rehabilitate affordable housing units for that are rented to low- and moderate-income tenants.
- **HSG-5 Fair Housing** - Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing throughout the County.
- **HMS-2 Prevention and Re-Housing** - Continue to support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
- **HMS-3 Housing** - Support the rehabilitation of, including accessibility improvements for emergency shelters, transitional housing, and permanent housing for the homeless.
- **HMS-5 Permanent Housing** - Promote the development of permanent supportive housing for homeless individuals and families.
- **SNS-1 Housing** - Increase the supply of affordable housing that is accessible, decent, safe, and sanitary for the elderly, persons with disabilities, persons with developmental disabilities, persons with HIV/AIDS, victims of domestic violence, persons recovering from alcohol/drug dependency, and persons with other special needs, through rehabilitation of existing buildings and new construction of housing.
- **SNS-3 Accessibility** - Improve the accessibility of owner-occupied housing through rehabilitation and support/improve renter occupied housing by making reasonable accommodations for the physically disabled by removing architectural barriers.
- **AMS-3 Fair Housing** - Provide funds for training, education, outreach, and monitoring to affirmatively further fair housing in the County.

During the FY 2024 Annual Action Plan, Richland County will fund the following projects:

- Housing Rehabilitation
- Transitional Housing Rehabilitation
- Affordable Rental Housing Development

- Housing CHDO Set-Aside
- Development of Affordable Housing Payment
- Emergency Solutions Grant Program

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

The County is working to reduce potential lead-based paint hazards. Below are the County's activities to reduce lead-based paint hazards are related to rehabilitation and homeownership programs.

#### **Rehabilitation Programs**

Richland County will continue to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements.
- The level of Federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35, Subpart R.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and adhere to ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities.

#### **Homeownership Programs**

Richland County will continue to ensure that:

- Applicants for homeownership assistance receive adequate information about lead-based paint requirements.
- County staff properly determine whether proposed projects are exempt from some or all lead based paint requirements.

- A visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building.
- Prior to occupancy, properly qualified personnel perform paint stabilization, and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35, Subpart R.
- The home buyer receives the required lead-based paint pamphlet and notices.

According to the 2018-2022 American Community Survey (ACS) 36.7% of housing units within Richland County were built before 1980. These units likely have some level of lead-based paint and issues associated with lead, particularly in units with children aged 6 and under. There are a total of 54,337 units constructed between 1940 and 1979 which is 32 percent of the housing stock.

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

According to the 2017-2021 American Community Survey, approximately 16.8% of Richland County's residents live in poverty, while only 14.4% of the State of South Carolina residents live in poverty. Female-headed County households with children are particularly affected by poverty at 20.1%. The County's goal is to reduce the extent of poverty by 5%, based on actions the County can control and work with other agencies/organizations.

The County funded projects/activities under the following goals and strategies to reduce the number of families living in poverty:

- HMS-1 Operation/Support
- HMS-2 Prevention and Re-Housing
- SNS-2 Social Services
- CDS-4 Food Programs
- CDS-5 Public Services

During the FY 2024 Annual Action Plan, Richland County will fund the following projects that will help reduce the number of poverty level families:

- Public Service Activities:
  - Boys & Girls Club
  - Food Share SC
  - Sistercare
  - Healthy Learners
- Housing Rehabilitation
- Public Facility Improvements
- Transitional Housing Rehabilitation

- Affordable Rental Housing Development
- Housing CHDO Set-Aside
- Development of Affordable Housing
- Emergency Solutions Grant Program

DRAFT

## Actions planned to develop institutional structure

To effectively implement the Five-Year Consolidated Plan and the Annual Action Plans, the County needs to collaborate with a variety of agencies located in Richland County and also in the City of Columbia. Coordination and collaboration between agencies is important to ensuring that the priorities identified in the Five-Year Consolidated Plan within the County are adequately addressed. The key agencies that are involved in the implementation of the Plan, as well as additional resources that may be available are described below.

### Public Institutions –

- **Richland County** – Richland County’s Department of Community Planning and Development will be responsible for the administration of the County’s community development programs, including some of the local programs that assist target income residents. The Department’s responsibilities will include managing and implementing the City’s affordable housing policies, including the Five-Year Consolidated Plan and related documents.
- **Columbia Housing Authority** - The Columbia Housing Authority is one of the primary owners of affordable housing within the community. The Housing Authority also administers the Housing Choice (Section 8) Voucher Program. The County will continue to work in close consultation with the Housing Authority regarding affordable housing issues in Richland County.

**Non-Profit Organizations** – There are several non-profit agencies that serve target income households in Richland County. The County will collaborate with these essential service providers. Some of them include:

- MIRCI
- Homeless No More
- Family Promise of the Midlands
- Harvest Hope
- Transitions
- Alston Wilkes Society
- United Way of the Midlands
- Catholic Charities
- Pathways to Healing
- Midlands Fatherhood Program
- SC Uplift

**Private Industry** – The private sector is an important collaborator in the services and programs associated with the Five-Year Consolidated Plan. The private sector brings additional resources and expertise that can be used to supplement existing services or fill gaps in the system. Lenders, affordable housing developers, business and economic development organizations, and private service providers offer a variety of assistance to residents such as health care, small business assistance, home loan



programs, and assisted housing, among others. The County will work closely with these agencies to meet Five-Year Consolidated Plan goals and objectives.

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

Richland County is committed to continuing its participation and coordination with social service agencies, housing agencies, community and economic development agencies, County, Federal, and State agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families in the County. The County solicits funding requests for CDBG, HOME, and ESG funds. The County staff provides help and assistance to the public agencies that receive funding.

#### **Discussion:**

#### **Monitoring**

Richland County's Department of Community Planning and Development (Community Development Division) has the primary responsibility for monitoring the County's Annual Action Plan. The Community Development Division will maintain records on the progress toward meeting the goals and the statutory and regulatory compliance of each activity. The Department of Community Planning and Development is responsible for the ongoing monitoring of subrecipients.

For each activity authorized under the National Affordable Housing Act, the County has established fiscal and management procedures that will ensure program compliance and funding accountability. Additionally, the Department will ensure that the reports to the U.S. Department of Housing and Urban Development (HUD) are complete and accurate. The programs will be subject to the Single Audit Act.

For projects, other than CDBG funded activities, a similar reporting format will be used to monitor the Annual Action Plan progress for HOME and ESG activities.

Richland County will provide citizens with reasonable notice of, and the opportunity to comment on its Annual Action Plan in its performance under previously funded CDBG, HOME, and ESG Program Years, and substantial amendments to the Five-Year Consolidated Plan and Annual Action Plans.

Richland County will respond within fifteen (15) days in writing to any written complaints or inquiries from citizens in regard to the CDBG, HOME, and ESG Programs, its housing strategy, or its CAPER. This is described in its Citizen Participation Plan.

Richland County and its subrecipients shall comply with the requirements and standards of 2 CFR Part 200, which is the cost principals for state and local governments and their subrecipients. In addition, the County will have written agreements with each of its subrecipients.

The County will monitor its performance with meeting its goals and objectives with its Five-Year Consolidated Plan. It will review its goals on an annual basis in the preparation of its CAPER and will make adjustments to its goals as needed.

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## Program Specific Requirements

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

**Introduction:**

Richland County receives an annual allocation of CDBG, HOME, and ESG funds. Since the County receives these federal allocations, the questions below have been completed, as they are applicable.

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

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

|  |               |
|--|---------------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | \$0.00        |
| 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. | \$0.00        |
| 3. The amount of surplus funds from urban renewal settlements  | \$0.00        |
| 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   | \$0.00        |
| 5. The amount of income from float-funded activities   | \$0.00        |
| <b>Total Program Income:</b>   | <b>\$0.00</b> |

#### Other CDBG Requirements

|   |        |
|---|--------|
| 1. The amount of urgent need activities   | \$0.00 |
| 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. | 100.0% |

## **HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)**

- 1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

Richland County does not intend to use any other forms of investment other than those described in 24 CFR 92.205(b). Not Applicable.

- 2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

To ensure affordability Richland County will impose either resale or recapture provisions when using HOME funds for assisting homebuyers, homeowners and/or CHDO projects. Richland County exercises the option to use both recapture and resale provisions to ensure all or a portion of the County's HOME investments will be recouped in the event the household or entity fails to adhere to the terms of the HOME agreement for the duration of the period of affordability. The provision of resale versus recapture is dependent upon the activity: Recapture activity exists for (a) Down Payment Assistance (RCHAP); (b) CHDO projects that are terminated prior to completion or (c) the Housing Rehabilitation program. Resale provision is used only for CHDO homeownership projects. And while neither resale nor recapture, when CHDO's have rental-based activity, the county reserves the right to collect procedures or allow the CHDO to retain the funds.

- 3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

HOME funds are granted to participants of RCHAP and Homeowner Rehabilitation programs in the form of deferred forgivable grants. Recapture provisions will ensure Richland County recoups all or a portion of its HOME investments based upon occupancy as principal residence through an affordability period. Another instance where HOME funds will be recaptured is when a CHDO fails to meet all conditions of a contract and as a result, the contract is terminated prior to project completion. The CHDO is then required to repay the full investment back to the County. While Richland County can structure its recapture provisions based on its program design and market conditions, the period of affordability is the basis upon which the HOME investment is recaptured as described in paragraph 24 CFR 92.25 (a)(5)(ii)(A)(5) of the HOME regulations.

Resale provisions are exercised for CHDO homeownership activities only. These provisions ensure that housing developed with HOME funding remains affordable to LMI families through a 15–20-year period of affordability. Housing is purchased and occupied as principal residence by an LMI household. The CHDO executes an instrument (restrictive covenants or a 2<sup>nd</sup> mortgage) prior to closing which will detail the resale terms that include housing is made available for subsequent purchase only to a buyer whose family qualifies as a low-income family and use as principal

residence. The resale requirement must also ensure the price at resale provides the original HOME-assisted owner a fair return on investment (including the homeowner’s investment and any capital improvement) and ensure the housing will remain affordable to a reasonable range of low-income homebuyers. The period of affordability is based on the total amount of HOME funds invested in an activity. The document will be filed with the 1st mortgage in the County’s Register of Deeds office.

**Down Payment Assistance (RCHAP)**

The Richland County Homeownership Assistance Program (RCHAP) may provide up to \$10,000 toward the purchase of an existing home, and \$10,000 toward the purchase of a newly constructed home in down payment and closing cost assistance for those who qualify. A five (5) year Deferred Forgivable Loan agreement is used as the mechanism for a recapture provision. With this agreement the HOME assistance is forgiven over a five-year period as long as the homeowner continues to own and live in the assisted unit as their primary place of residence for the five-year period of affordability. If the homeowner does not live within this unit and sells the property within this five-year period, the funds are recaptured as a rate of 20 percent diminishing sliding scale per year. For example, if the housing unit sells at year three of this five-year period, the homebuyer would owe back 60 percent of the subsidy (see chart below).

The housing unit must continue to be the principal residence of the homebuyer. If the borrower does not maintain principal residency in the property for at least five-years from the date of closing, Richland County will recapture all or a portion of the HOME assistance to the homebuyer. Failure to maintain the original terms of the mortgage will result in recapture of the grant. In the case of sale; RCHAP will require repayment of funds to be distributed from the net proceeds of the sale of the property as the holder of the lien in second position. A change in the mortgage is triggered by refinancing, selling, or renting the home within the period of affordability. The recaptured amount of the grant is on a pro-rata basis determined by the amount of time the homeowner has owned and occupied the house and will be measured by the affordability period outlined below.

| Home Occupancy Time Limit | Repayment Amount of Loan  |
|---------------------------|---------------------------|
| Year or less              | 100%                      |
| 2 Years (up to)           | 80%                       |
| 3 Years (up to)           | 60%                       |
| 4 Years (up to)           | 40%                       |
| 5 Years (up to)           | 20%                       |
| 5 Years and over          | 0% (Satisfaction of Lien) |

Only the direct subsidy allotted to the homebuyer is subject to recapture.

**Owner-Occupied Rehabilitation Programs**

For the Homeowner Rehabilitation Program, HUD regulations do not require a period of affordability, however, the County self-imposes a ten to fifteen-year affordability period and a Deferred Forgivable Loan agreement as the mechanism for a recapture provision. The HOME

assistance is forgiven on a prorated basis over a ten to fifteen-year period as long as the homeowner continues to own and live in the assisted unit as their primary place of residence for the county’s self-imposed ten to fifteen-year periods of affordability. An applicant may only be awarded one grant from this program within a five- year period.

All Richland County loans for homeowner housing rehabilitation will be made based on the applicant’s household income verification and their ability to repay the loan and outlined below.

- **Deferred Forgivable Loans** – Assistance will be provided in the form of a deferred forgivable loan. No repayment is required. However, applicants must sign a written affidavit indicating that they will occupy the home as their primary residence for at least two (2) years after assistance is granted through the program.

The period of time where these provisions apply is referred to as the Period of Affordability. The Period of Affordability for resale requirements is determined by the amount of subsidy invested in a housing unit (HOME rule 24 CFR 92.254(a)(5)(i)) For a specific period of time (see table below) a unit if sold must be sold to another family that qualifies as low-income who will use the property as their primary residence. The original homebuyer must receive a fair return on the initial investment; and the property must be sold at a price that is affordable.

| Activity  | Average Per-Unit Home | Minimum Affordability Period |
|---|-----------------------|------------------------------|
| Rehabilitation or Acquisition of Existing Housing | <\$15,000             | 5 years                      |
|   | \$15,000 - \$40,000   | 10 years                     |
|   | >\$40,000             | >\$40,000 15 years           |
| Refinance of Rehabilitation Project               | Any dollar amount     | 15 years                     |
| New Construction or Acquisition of New Housing    | Any dollar amount     | 20 years                     |

**Fair Return on Investment**

Richland County’s definition of fair return on investment is defined as what a homebuyer can expect back on their return if they sell their unit during the period of required affordability as referenced within their agreement. The fair return is calculated upon the objective standard for Richland County as the percentage of change in median sales prices for housing units within the median statistical area over or during the period of ownership. This calculation basis includes the original investment by the homebuyer with the addition of specific types of upgrades or additions that will add value to the property. These types of upgrades include tangible, structural improvements to the interior or exterior of the home that would remain with the home during and after a sale. These additional homebuyer-financed improvements are not financed by Richland County. A reasonable range of low-income buyers during the point of resale would be low-income buyers as defined 50%-79% current area median income. During depressed or declining market seasons (such as a time of “seller’s market”), a loss of investment does constitute a fair return.

4. **Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

Richland County has no plans to refinance debt using HOME funds in FY 2024.

5. **If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).**

Not Applicable.

6. **If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).**

Not Applicable.

7. **If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).**

Not Applicable.

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## Emergency Solutions Grant (ESG) Reference 91.220(l)(4)

### 1. Include written standards for providing ESG assistance (may include as attachment)

Richland County's written standards for providing ESG assistance include the following:

- **Coordination** – Each member of the Continuum of Care uses the HMIS System for client data and information. This coordination will be used to determine the services that are to be used to address the needs of the clients.
- **Prioritizing Assistance and Rapid Re-Housing** – Priority will be given to families with children since this is the group that has had the least service in the past and has the greatest need today. The CoC's Rapid Rehousing program prioritizes those who are high acuity and chronic. The CoC-funded programs prioritize families with children, those feeling domestic violence, and those unsheltered.
- **Percentage of Rent and Utilities** – Percentages of costs to be paid will be based on each individual's financial resources, on a case by case basis. Utility costs will not be paid unless arrearages are a barrier to rapid re-housing.
- **Rental Assistance** – A client will only be provided with rental assistance up to one year (12 months).
- **Housing Stabilization** – The average amount of assistance is estimated to be \$1,000 per household for ESG funds.
- **Standards and Procedures Evaluation** – Each individual or family will receive a full evaluation of their needs and case management services that are necessary to stabilize their lives.
- **Street Outreach/Essential Services** – Continuum of Care member organizations will provide street outreach on a monthly basis. Families with children will receive first priority for services.
- **Admission, Referral, Discharge, and Length of Stay** – No person will be denied services based on race, color, religion, national origin, sex, sexual orientation or gender identity, or familial status. All shelters will meet the State Fire Marshall's and State Health Department safety regulations. Accessibility for the handicapped will be provided for the disabled. Each client household will be eligible to receive financial and support services to help maintain their housing up to twenty-four (24) months. A list of rules and regulations will be provided to each applicant. A grievance policy and procedures will be in place in each shelter.
- **Assessing, Prioritizing, and Reassessing** – Each family or individual will be assigned a case manager who will follow them throughout the program. A care plan will be developed with the client and evaluated each month.



**2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

The Midlands Area Consortium for the Homeless (MACH) Continuum of Care operates a Coordinated Entry System (CES) across the CoC's 14 counties to help people with a housing crisis find help quickly no matter how or where they seek assistance. CES is designed to ensure that all people experiencing homelessness have fair and equal access to housing, regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, gender identify, or marital status. The system aims to work with households to understand their strengths and needs, provide a common assessment, and connect them with housing and homeless assistance. Through a standardized assessment and vulnerability screening tools, CES strives to provide assistance to anyone in need and prioritize those with the highest service needs for federally funded housing. The target population of CES are people experiencing homelessness or imminent risk as defined by HUD.

CES works in two phases – initial assessment (Phase I) and vulnerability screening/prioritization (Phase II). Phase I starts with diversion to determine if stable housing can be maintained without a homeless service intervention. If an immediate intervention is still needed after diversion attempts a CES Phase I Assessment is completed in HMIS based on the HUD universal data elements. After initial assessment, the client is referred to resources that best meet their needs and eligibility. Referrals may include prevention funds and sheltering. If the client is assessed to have further long-term needs for housing Phase II is initiated. Phase II includes use of the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) vulnerability screening tool. The CoC operates a single, prioritization listing that incorporates the results of the vulnerability screening tool in an addition to length of time homeless (rather than individual agency waitlists). Those with the highest vulnerability and length of time experiencing homelessness are prioritized for federally funded permanent supportive housing.

**3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

Richland County Grants & Community Outreach is the department that awards ESG funding to nonprofit organizations. Awards are made through an application and scoring process judged by the County Grants & Community Outreach staff.

Applicants are evaluated based on the following criteria:

- Prior Performance
- Applicant Capacity
- Fiscal Capacity
- Proposed Project

Upon completing the review process, the evaluation team will prepare the rankings of all applicants. Then the final selections of who will receive ESG funds is determined. Successful applicants will be sent a Notice of Intent to Award and offered an opportunity to negotiate an agreement with the County staff.

**4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.**

Richland County consults with agencies, organizations, and the Midlands Area Consortium for the Homeless (MACH) Continuum of Care. MACH has a formerly homeless person on the board. Several organizations representing the homeless population were contacted for input during the planning process and the public meeting was advertised.

**5. Describe performance standards for evaluating ESG.**

Richland County continued to consult with the Continuum of Care to determine the ESG funding priorities to assist homeless persons. The Continuum of Care assisted in the decision-making process for the development of the ESG program. Richland County worked with the Continuum of Care to develop performance standards for projects and activities assisted by ESG funds, including reviewing the standards that the Continuum of Care has established for their sub-grantees.

## Discussion

### CDBG Program Income:

Richland County does not anticipate that it will receive any Program Income during this program year.

### CDBG Percentage:

- Administrative Percentage: 20.0%
- Public Service Percentage: 14.83%
- Low- and Moderate-Income Percentage: 100.0%
- Slum and Blight Activities: 0.0%

Richland County solicited applications for CDBG funds; applications were sent out to a list of agencies, organizations, municipalities, County Departments, and housing providers that had previously submitted an application or which had expressed an interest in submitting an application. The applications were reviewed by the county staff for eligibility and fundability.

Richland County does not limit beneficiaries or provide preference to any segment of the low/mod income population.

**HOME Program Income:**

- Richland County anticipates it will receive \$15,000 in HOME program income during this program year.

**HOME Match:**

- Richland County has excess HOME Match funds from previous years in the amount of \$114,786 as reported in the FY 2022 CAPER. Richland County will have additional HOME Match from bond funds, Federal Home Loan Bank, and other private funds during this program year.

**CHDO Organizations:**

- Richland County has not certified any Community Housing Development Organizations (CHDOs). Once a project has been identified the County will certify the organization based on the project.

**HOME Percentage:**

- Administrative Percentage: 10.0%
- CHDO Set-Aside: 15.0%

Richland County will solicit applications for HOME and HOME CHDO funds; applications are sent out to a list of agencies, organizations, and housing providers that have previously submitted an application or which have expressed an interest in submitting an application. The application is reviewed by the county staff and any questions are discussed with the applicant.

Richland County does not limit beneficiaries or provide preference to any segment of the low/mod income population.

**ESG Match Requirement:**

- Richland County will have \$151,468 in ESG Match during this program year. The ESG Match will come from local and state funds, as well as donations and grants to the ESG sub-grantees.

**RICHLAND COUNTY  
ADMINISTRATION**

2020 Hampton Street, Suite 4069  
Columbia, SC 29204  
803-576-2050



**Agenda Briefing**

|                                    |   |                      |               |
|------------------------------------|---|----------------------|---------------|
| <b>Prepared by:</b>                | John McKenzie   | <b>Title:</b>        | Analyst       |
| <b>Department:</b>                 | Community Planning & Development  | <b>Division:</b>     | Conservation  |
| <b>Date Prepared:</b>              | May 23, 2024  | <b>Meeting Date:</b> | June 25, 2024 |
| <b>Legal Review</b>                | Patrick Wright via email  | <b>Date:</b>         | June 6, 2024  |
| <b>Budget Review</b>               | Maddison Wilkerson via email  | <b>Date:</b>         | June 6, 2024  |
| <b>Finance Review</b>              | Stacey Hamm via email   | <b>Date:</b>         | June 7, 2024  |
| <b>Approved for consideration:</b> | Assistant County Administrator  | Aric A Jensen, AICP  |               |
| <b>Meeting/Committee</b>           | Administration & Finance  |                      |               |
| <b>Subject</b>                     | Contract for Award RC-654-P-24 Richland County Historic Preservation Plan |                      |               |

**RECOMMENDED/REQUESTED ACTION:**

Staff and the Richland County Conservation Commission (RCCC) request approval for the development of a Richland County (RC) Historic Preservation Plan (HPP) to be incorporated in the 2025 Comprehensive Plan to guide the County in the preservation and enhancement of its historic and cultural resources.

Request for Council Reconsideration:  Yes

**FIDUCIARY:**

|   |                                     |     |                                     |    |
|---|-------------------------------------|-----|-------------------------------------|----|
| Are funds allocated in the department’s current fiscal year budget? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/>            | No |
| If not, is a budget amendment necessary?                            | <input type="checkbox"/>            | Yes | <input checked="" type="checkbox"/> | No |

**ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:**

Through the Richland County Procurement solicitation process, Ethos Preservation, LLC of Savannah, GA was selected to prepare the Historic Preservation Plan for the amount of \$192,658.32. The necessary funds are available in Fund 1209; Cost Center 4510 (Conservation Commission).

*Applicable fund, cost center, and spend category:* Fund 1209  
Cost Center: 4510 (Conservation Commission)  
Spend Category: Professional Services

**OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:**

Request for Proposal RC-654-P-24, Richland County Historic Preservation Plan was issued on March 20, 2024; there were two (2) responses to the request. An evaluation team of four members reviewed responses. The Highest Ranked offeror was Ethos Preservation LLC.

**COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:**

There are no legal concerns regarding this matter.

**REGULATORY COMPLIANCE:**

Not applicable.

#### **MOTION OF ORIGIN:**

There is no associated Council motion of origin.

#### **STRATEGIC & GENERATIVE DISCUSSION:**

Conservation Division staff and the Richland County Conservation Commission request approval for the development of Richland County's first HPP. The RCCC voted to proceed with this project at its January 22, 2024 meeting (minutes attached).

In 1998, Richland County Council established the RCCC through an ordinance. Tasked with safeguarding the natural, historical, and cultural resources spread across Richland County (County), the RCCC is comprised of 11 members, each appointed by a County Council member, who volunteer in representing their respective Council districts on the RCCC.

The RCCC and its staff drive the protection of historical and cultural resources through initiatives in tourism enhancement, education, marketing, and historic preservation grant programs outlined in the RCCC's 2022 updated Strategic Plan. The RCCC has also been involved in numerous special projects documenting and preserving the County's history.

The purpose of this project is to prepare an action-oriented, community-wide historic preservation planning document to promote and coordinate critically needed advancement of the protection, preservation, and development of the historic and cultural resources within County unincorporated areas. Although the focus of this work is on County unincorporated areas, the HPP will recognize the historical relevance of the municipalities within the County.

Timing of the delivered HPP will allow it to be incorporated into the County's upcoming 2025 Comprehensive Plan.

#### **ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INTIATIVE:**

The Historic Preservation Plan meets the goals in the Strategic Plan for Richland County as outlined below:

- Goal 1 Foster Good Governance - Objectives 1.1, 1.2, and 1.5: The plan was proposed with realistic and achievable goals, a shared vision and agreement with county leadership, and there will be collaboration with other governments.
- Goal 4 Plan for Growth through Inclusive and Equitable Infrastructure – Objective 4.1: The protection of cultural and historical resources and properties is a component of smart growth.
- Goal 5 Achieve Positive Public Engagement - Objectives 5.1, 5.2, 5.5, 5.6, and 5.7: The plan meets these objectives by involving stakeholders in protecting cultural and historical resources of Richland County that are cherished by its citizens and appreciated by visitors.

#### **ATTACHMENTS:**

1. RCCC January 22, 2024 Meeting Minutes



**2020 Hampton Street • Room 3063A**  
**Columbia, SC 29204**  
**(803) 576-2080**  
**January 22, 2024**  
**4<sup>th</sup> Floor Conference Room**  
**January Meeting Minutes**

**Attendance**

| <b>Commissioner</b> | <b>District</b> | <b>Present</b> |
|---------------------|-----------------|----------------|
| Charles Weber       | 1               | Yes            |
| James Young         | 2               | Yes            |
| Wayman Stover       | 3               | Yes            |
| Glenice Pearson     | 4               | Yes            |
| Kip Dillihay        | 5               | Yes            |
| John Grego          | 6               | Yes            |
| Robert Squirewell   | 7               | Yes            |
| Deborah DePaoli     | 8               | Yes            |
| Khali Gallman       | 9               | Yes            |
| Darrell Jackson Jr. | 10              | No             |
| Gail Rodriguez      | 11              | No             |

| <b>Staff &amp; Visitors</b> | <b>Affiliation</b>             |
|-----------------------------|--------------------------------|
| John McKenzie               | Conservation Division          |
| Val Morris                  | Conservation Division          |
| Quinton Epps                | Conservation Division          |
| Aric Jensen                 | Assistant County Administrator |

**Call to Order**

Grego welcomed everyone and called the meeting to order with a quorum at 3:32 pm. Members, staff, and guests met in-person or by Zoom.

**Approval of Agenda**

- ⇒ **Weber moved to amend the agenda to add the Mill Creek Bridge proposal as an action item which was seconded by Young. Motion passed unanimously.**

**Approval of Minutes**

- ⇒ **Young moved to approve November minutes which was seconded by Stover. Motion passed unanimously.**

**Report of the Chair**

- **Officer Elections – action item:** Elections for Richland County Conservation Commission (RCCC).
- ⇒ **Weber moved to retain the slate of officers from the previous year which was seconded by Stover. Motion passed unanimously.**
- **John Grego, RCCC, Chair**
  - **Khali Gallman, Historic Preservation Committee, Chair**
  - **Charles Weber, Natural Resource Committee, Chair**
  - **Robert Squirewell, RCCC, Treasurer**

- **Rules of Procedure – action item:** Grego reported the DRAFT Rules of Procedure need to be updated to provide for the current names of the RCCC committees and other items.

⇒ **Young moved to approve the Rules of Procedure as amended which was seconded by Stover. Motion passed unanimously.**

- **Congaree Biosphere Region - update:** Grego reported the Congaree Biosphere Region is getting closer to adopting their by-laws. Additionally, he mentioned the 2024 Congaree Research Symposium which features Congaree Biosphere Region will take place on February 1<sup>st</sup> through February 2<sup>nd</sup> 2024. In conclusion, Grego reported he along with others will arrange a lunch or dinner with Cliff McCreedy, the Science and Stewardship Coordinator for National Park Service who is a supporter of the Lower Richland Tourism Plan (LRTP).
- **Greenway Advisory Committee - update:** Grego reported Permit approvals/plans for the Crane Creek Greenway have been submitted to City of Columbia, DHEC and Army Corps of Engineer. In addition, access points, Devine Street crossing at Crowson Road and dedicated right-of-way were discussed for the Gills Creek Greenway.
- **Columbia Rowing Club Operating Agreement:** Grego reported the agreement was approved by County Council and has made its way up to administration for the signature process.
- **Advocacy – update:** Stover, Dilihay, Grego and Gallman reported they spoke with councilmembers giving them updates about the projects with the RCCC.

### **Report from Community Planning & Development**

- **Land Development Code-Remapping Restart – update:** Jensen reported a draft of the Olympia Historic Plan is being viewed by different organizations like the City of Columbia and Richland County Planning and Zoning Board for their input. Jensen also commended RCCC for their efforts with the Historic Preservation Plan (HPP).

### **Treasurer’s Report**

- **FY23–24 General Budget – update:** Squirewell reported money was moved in the budget, (line items 529500 and 531400) to help with upkeep and landscaping for Pinewood Lake Park and to purchase a tractor. No other major changes were made to the budget.
- **FY24-25 Proposed Budget – update:** Epps reported the proposed FY24-25 budget is similar to last year, however he will add line items for the Lower Richland Tourism Plan Implementation, and remove items for Historic Preservation Plan (HPP), Heritage Tourism Marketing Plan (HTMP) Implementation, Mill Creek Bridge Replacement. In conclusion, he spoke about the work in progress for purchasing the Cabin Branch properties

### **Historic Preservation Committee (HPC) Report**

- **HTMP Implementation RFP – action item:**

- ⇒ **Gallman moved to proceed with the HTMP Implementation which was seconded by Weber. Motion passed unanimously.**

There was discussion about the urgency in moving forward with the implementation to avoid losing the funds for the project. Pearson stated she felt the committee wasn't given ample time to discuss the plan especially during the December holidays. McKenzie stated the HTMP was on the agenda as an action plan since last March and was included in the FY23-24 budget.

- **Historic Preservation Plan RFP – action item:**

- ⇒ **Gallman moved to proceed with the HPP which was seconded by Weber. Motion passed. Pearson and Squirewell opposed the vote stating they support the plan but disagree with some of the verbiage.**

- **Cemetery Protection Ordinance – action item:**

- ⇒ **Gallman moved to proceed with the Cemetery Protection Ordinance which was seconded by Young. Motion passed unanimously.**

#### **Natural Resources Committee (NRC) Report**

- **Forestry Stewardship Plan – action item:**

- ⇒ **Weber moved to proceed with the Forestry Stewardship Plan which was seconded by Young. Motion passed unanimously.**

- **Mill Creek Bridge – action item:** Epps reported he budgeted the replacement cost to be about \$700,000.00, after the solicitation was done the lowest bid came in at \$1,145,479.00. Epps proposed transferring \$445,149.00 from the Acquisition budget the Construction budget for the replacement of the Mill Creek Bridge.

- ⇒ **Weber moved to accept the proposal Epps made for the replacement of the Mill Creek Bridge which was seconded by Young. Motion passed unanimously.**

- **Scout Motors – update:** Weber reported Scout Motors has received their permits from the Army Corps of Engineers (ACE), they will resume development at the site.
- **Potential Property Purchase – update:** Weber reported still a work in progress.
- **Bates Old River – update:** Grego reported he put together a draft email for the staff to review regarding the Columbia Rowing Club and Richland County Recreation Commission (RCRC).
- **Mitigation Bank Credits – update:** Weber reported still a work in progress.

#### **Conservation Program Analyst's Report**



- **Fabel Easement – update:** McKenzie reported still a work in progress no new updates.
- **Lake Elizabeth Conservation Easement – update:** McKenzie reported still a work in progress no new updates.
- **Benedict College grant – update:** McKenzie reported the project is completed.
- **FY23-24 RCCC Grants – update:** McKenzie reported all of the grantee’s submitted their quarterly reports on time and everyone is on track.
- **Zoom Grant Evaluation Training – update:** McKenzie reported he created a document to be sent out with links on how to review grants.
- **Events – update:** McKenzie report COACH Documentary will be premiered on Saturday, March 2,2024 at Trinity Baptist Church, 2521 Richland Street, Columbia, SC.

⇒ **Grego moved to extend the meeting by 10 minutes which was seconded by Weber. Motion passed unanimously.**

#### **Conservation Manager’s Report**

- **Annual Work Plan – action item:** Epps reported Grego will present the Annual Work Plan to County Council on March 19, 2024. Epps gave a brief overview of the items Grego will cover during the presentation.
- **Staff Vacancy - update:** Epps reported he had an applicant for the Land Planner position, however the applicant declined the offer. He also reported Chelsea Holliday has been hired as the new Administrative Assistant, with a start date of February 12, 2024. In addition, he reported in conjunction with the Planning Department he was able to hire a Sustainability Planner, Jessica Thompson who will start the same date as Holliday.
- **New Business:** Grego reported on the behalf of RCCC he purchased three trees in honor of Mildred Myers, a former commissioner who passed away in November 2023.

⇒ **Weber moved to approve the Annual Work Plan which was seconded by Young. Motion passed unanimously.**

- **Public Input:** None reported
- **Adjournment:**

⇒ **At 5:06 pm, Weber moved to adjourn the meeting, which was seconded by Young. Motion passed unanimously.**

Respectfully submitted, Val Morris



**Agenda Briefing**

|                                    |                                  |                      |                   |
|------------------------------------|----------------------------------|----------------------|-------------------|
| <b>Prepared by:</b>                | Geonard Price                    | <b>Title:</b>        | Deputy Director   |
| <b>Department:</b>                 | Community Planning & Development | <b>Division:</b>     | Planning Services |
| <b>Date Prepared:</b>              | June 10, 2024                    | <b>Meeting Date:</b> | June 18, 2024     |
| <b>Legal Review</b>                | Elizabeth McLean via email       | <b>Date:</b>         | June 18, 2024     |
| <b>Budget Review</b>               | Maddison Wilkerson via email     | <b>Date:</b>         | June 10, 2024     |
| <b>Finance Review</b>              | Stacey Hamm via email            | <b>Date:</b>         | June 11, 2024     |
| <b>Approved for consideration:</b> | Assistant County Administrator   | Aric A Jensen, AICP  |                   |
| <b>Meeting/Committee</b>           | Administration & Finance         |                      |                   |
| <b>Subject</b>                     | 2025 Comprehensive Plan Update   |                      |                   |

**RECOMMENDED/REQUESTED ACTION:**

Staff requests that County Council approve the proposal from Nealon Planning for the 2025 Comprehensive Plan Update in the amount not to exceed \$245,462.50.

Request for Council Reconsideration:  Yes

**FIDUCIARY:**

|   |                          |     |                                     |    |
|---|--------------------------|-----|-------------------------------------|----|
| Are funds allocated in the department’s current fiscal year budget? | <input type="checkbox"/> | Yes | <input checked="" type="checkbox"/> | No |
| If not, is a budget amendment necessary?                            | <input type="checkbox"/> | Yes | <input checked="" type="checkbox"/> | No |

**ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:**

Approximately \$200,000 is allocated within the FY24 Neighborhood Redevelopment professional services line item for this project. As none of these funds have been spent to date, these funds will be rolled over into FY25 and added to the \$25,000 allocated in that budget. An additional \$25,000 will be allocated in the FY26 budget, for a total of \$250,000.

*Applicable fund, cost center, and spend category:* 1210-6500 - Professional Services

**OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:**

Request for Proposals RC-662-P-24 was conducted seeking a company for the 2025 Comprehensive Plan Update for Planning & Community Development Department. Two companies responded to solicitation # RC-662-P-24. A duly appointed evaluation team assessed the submittals and provided their scoring. Nealon Planning PLLC is the highest ranked offeror.

**COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:**

There is are no legal concerns regarding this matter.

## REGULATORY COMPLIANCE:

The current version of the South Carolina Local Government Comprehensive Planning Enabling Act of 1994 requires that each local government in the state of South Carolina establish a comprehensive plan that includes all elements considered “critical, necessary, and desirable” to guide development and redevelopment in its area of jurisdiction. Furthermore, S.C. Code § 6-29-510(E) requires that:

1. The planning commission must reevaluate the comprehensive plan elements at least every five years; and
2. The comprehensive plan, including all elements, must be updated at least every ten years.

The 2017 South Carolina Guide to Land Use Planning published by The South Carolina Association of Counties opines that "Every ten years, the planning commission must prepare and recommend a new plan, and the governing body must adopt a new comprehensive plan. A comprehensive plan or any element over ten years old may be subject to a legal challenge." (p.11)

## MOTION OF ORIGIN:

There is no associated Council motion of origin.

## STRATEGIC & GENERATIVE DISCUSSION:

The Richland County Comprehensive Plan is the leading policy document for guiding the county's growth and development. The current 2015 version focuses on preserving and creating distinct urban, suburban, and rural communities, as well as identifying priority areas for public investments.

Mandated by state legislation, the plan must include specific elements including, but not limited to: (1) a population element, (2) an economic development element, (3) a natural resources element, (4) a cultural resources element, (5) a community facilities element, (6) a housing element, (7) a land use element, (8) a transportation element, (9) a priority investment element, and effective 2020, (10) a resiliency element.

Each element encompasses an evaluation of current conditions, articulation of needs and objectives, and strategies for implementation within defined timeframes. The main objectives involve understanding population dynamics, safeguarding natural and cultural assets, and adapting land use and infrastructure to accommodate changing demographics and economic landscapes.

The current plan was adopted in 2015 and requires an update by December 2025 to comply with state regulations. This review presents an opportunity to assess progress, address emerging challenges, and align strategies with evolving community needs. The selected consultant for this update, Nealon Planning, will provide the following project scope and deliverables:

*Public Engagement Plan:* This includes stakeholder meetings, social media outreach, a dedicated website, surveys, and other innovative input mechanisms.

*Community Charrettes and Workshops:* Prepare for and present at community charrettes for citizens, property owners, and stakeholders; conduct workshops and visioning sessions with residents, business owners, and County staff; and present formally to the County Council and Planning Commission for public input, plan consideration, and final adoption.

*Participation in Community Events:* Engage in community events in each of the County's 11 Council districts.

*Regular Updates with County Staff:* Hold regular meetings and calls with County staff to provide progress updates and solicit input.

*Research and Analysis:* Analyze existing land use patterns, development trends, traffic patterns, projects, environmental constraints, and regulatory codes to establish existing conditions and identify major issues and opportunities. Use data to prepare estimates, projections, and forecasts, and identify future growth areas. All GIS data and maps should be included.

*Formulation of Objectives and Policies:* Recommend objectives and policies based on goals set by County Council, direction from other County plans, participatory process results, and data analysis.

*Implementation Strategies:* Develop implementation strategies with timelines, provide a detailed framework plan for execution, and estimate costs for implementation.

*Future Land Use Map:* Update the Future Land Use Map.

*Resiliency and Sustainability Elements:* Incorporate new Resiliency and Sustainability Elements and update all other remaining plan elements into the Comprehensive Plan.

*Goals and Implementation Strategies:* Develop specific goals and implementation strategies.

*Housing Element Analysis:* Solicit input from homebuilders and other experts to analyze the Housing Element related to the expansion of workforce housing.

*Parcel-Level Land Use Inventory:* Conduct a detailed inventory to determine current land use, addressing the balance between preserving rural character and accommodating growth, prosperity, and new economic development/job creation.

These deliverables will ensure that the updated Comprehensive Plan reflects the community's vision and meets legislative requirements.

Engagement with stakeholders, including residents, businesses, and community groups, will be instrumental in gathering diverse perspectives and ensuring the updated plan reflects the community's aspirations. Utilizing analysis and future projections will allow decision-makers to make informed choices and develop effective strategies to address challenges like population growth, economic fluctuations, and infrastructure needs.

Transparency and communication are essential throughout the review process to foster public trust and engagement. By maintaining open dialogue and involving the community at various stages, Richland County can develop a comprehensive plan that effectively guides sustainable growth and enhances the quality of life for its residents.

#### ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

- Objective 1.4 - Collaborate with other governments: During the process, a working relationship with non-profit governmental organizations, municipalities, state, and federal organizations across all departments to assure specific elements of the Comprehensive Plan are addressed.
- Objective 2.2 - Evaluate the community specific capacity for additional shopping and amenity recruitment: Public involvement will enable the gathering of input regarding the preferences and favored locations for community amenities.
- Objective 3.2 - Establish process to prioritize initiatives to align with available resources: Creating preferred development patterns in designated areas across Richland County will facilitate the allocation of resources in a prioritized manner.
- Objective 4.1 - Establish plans and success metrics that allow for smart growth: Collaborating with stakeholders and fostering open dialogue within the community will facilitate the determination of the methods and locations for implementing smart growth initiatives.
- Objective 4.2 - Coordinate departments to prepare for anticipated growth in areas by providing water, sewer, and roads in necessary locations: Aligning with other departments to assess potential infrastructure requirements will enable the strategic development of short and long-term funding measures as needed.
- Objective 4.3: Create excellent facilities: Collaborating with community partners on ways to deliver services aimed at enriching the quality of life for its residents.