

# **Affordable Housing Committee Meeting**

**October 5, 2023, Minutes**

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## **I. CALL TO ORDER**

Chairman Fred Hamilton called the meeting to order at 10:02 am.

## **II. ROLL CALL**

### **PRESENT**

Town Councilman/Chairman Fred Hamilton

Town Councilman/Commissioner Dan Wood

Commissioner Grace Staples

Commissioner Doug Magill

Commissioner Denolis Polite arrived at 10:11

Victoria Smalls, Workforce and Affordable Housing Manager

Charlotte Moore, Principal Planner

### **ABSENT**

Commissioner Gwen Chambers

Commissioner Meg James

## **III. ADOPTION OF THE AGENDA**

Motion for adoption made by Commissioner Magill, Seconded by Commissioner Staples.

Voting Yes: Chairman Hamilton, Commissioner Wood

## **IV. ADOPTION OF MINUTES**

Adoption of September 7, 2023 minutes.

Motion made by Commissioner Wood to approve, Seconded by Commissioner Magill.

Voting Yea: Chairman Hamilton, Commissioner Chambers

## **V. OLD BUSINESS**

There was no old business.

## **VI. NEW BUSINESS**

Neighborhood Assistance Program Budget Update

The budget for Fiscal Year 2024 Neighborhood Assistance Budget has been approved at \$290,000.

To date, 13 homes have been serviced for repairs, such as roofing and interior repairs totaling \$124,934.26. Three homes have been serviced for septic pump out, totaling \$1,200, and one home for tree service totaling \$5,500.

As of September 28, 2023, 17 homes have been serviced through the Neighborhood Assistance Program.

One home is scheduled for tree service in the next week.

Six homes are waiting on estimates.

Three homes are waiting for income verification results.

Commissioner Magill wanted to know who does the income verification for the program – Smalls answered Lowcountry Council of Governments.

Commissioner Wood commented on LCOG's home repair report and the small number of homes that the agency services, being that they are a four-county agency. Smalls answered that LCOG requires more qualifications than the Town does. They do not service mobile homes and the home must have current home insurance. Smalls also says that she sends residents that the NAP can't assist to LCOG, including residents that need HVAC system repairs.

Chairman Hamilton asked if LCOG would repair HVAC systems if the home does not have insurance – Smalls said she was not sure and that she would check on that answer.

## **VII. PUBLIC COMMENTS**

Jocelyn Metzger Staigar – Hilton Head, Beaufort & Jasper County Realtors, Government Affairs Director.

Staigar asked the Committee will the Town be stepping up the Affordable Housing Program since the S284 and ATAX funds have been approved?

Chairman Hamilton answered yes, that the Town is going to take advantage and staff is researching how the funds can be used for the repair program and the workforce/affordable housing units that will be built.

Committee member Wood stated that Chairman Hamilton has been working diligently with different developers to provide units as affordable and he has been a big part of the development of the Beaufort Jasper Housing Trust Fund alongside the Southern Lowcountry Regional Board.

Staiger commended the committee for their efforts and stated that she has been following the committee for a long time.

Staiger stated that her association would love to hear about what the Town is doing with the Neighborhood Assistance Program and other housing initiatives.

Smalls let the committee know that she will be doing the Wharf Street Homes annual inspection to ensure that residents have not done any major renovations to the interior or exterior of the home and that all their home insurance and utility paperwork are in the name of the homeowner on file.

Committee Member Wood asked what the time frame on the deed restriction was – Committee member Polite answered 30 years, Chairman Hamilton said the homes have been there since 2006.

Committee member Wood asked if there is a way that the time frame can be extended - Chairman Hamilton said that would be a town lawyer question.

Committee Member Polite asked have we ever decided on a time frame of how long the Town will keep the homes in a deed restricted agreement.

Smalls said she would get this question on Richardson LaBruce's schedule the next time he is in the office.

Committee member Wood said that would be a question to ask about placing homes on a 50-year rotation and maybe even place in perpetuity.

Chairman Hamilton asked about finding other contractors to add to the Neighborhood Assistance Program – Smalls let the committee know that she will attend the Quarterly Contractor's Meeting hosted by Customer Service, and she will be sharing information regarding the program.

## **VIII. DISCUSSION**

## **IX. ADJOURNMENT**

Chairman Hamilton adjourned the meeting at 10:31 am.