

Affordable Housing Committee Meeting

December 1, 2022 Minutes

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 Jon Nickel

Commissioner Gwen Chambers

Commissioner Grace Staples arrived at 10:04 am

Commissioner Meg James arrived at 10:51 am

Victoria Smalls, Community Development Coordinator

Charlotte Moore, Principal Planner

Kevin Icard, Growth Management Director

ABSENT

Commissioner Denolis Polite

III. ADOPTION OF THE AGENDA

Motion for adoption made by Commissioner Nickel Seconded by Commissioner Wood.

Voting Yea: Chairman Hamilton, Commissioner Staples, Commissioner James.

IV. ADOPTION OF MINUTES

October 6, 2022

Motion made by Commissioner Chambers, Seconded by Commissioner Nickel.

Voting Yea: Chairman Hamilton, Commissioner Wood, Commissioner Staples.

V. ADOPTION OF THE 2023 MEETING DATES

Chairman Hamilton made a motion to accept the 2023 Affordable Housing Meeting Dates

Committee members Wood, Nickel, Chambers, Staples all unanimously voted yea.

VI. OLD BUSINESS

There was no old business.

VII. NEW BUSINESS

1. Neighborhood Assistance Program Budget Update

The adopted budget for the FY23 Neighborhood Assistance Program is \$190,000.00.

As of December 1, 2022 20 homes have been serviced for home repairs such as roofing, wet and damaged floors and septic pump out totaling \$102,767. A total of \$38,113 is listed as estimated spending for seven residents for service on home repairs, septic pump out and tree mitigation.

For the Home Repair program, \$99,084 has been spent and \$42,449 has been encumbered for a total of \$141,533 of a \$150,000 budget.

For the Property Cleanup and Septic Pump Out, \$3,683 has been spent and \$980 has been encumbered for a total of \$4,633 of a \$5,000 budget.

To date five applications have been approved for repairs and are waiting on estimates. Two applications have been turned in and have not yet been approved by LCOG.

2. Request Additional Funds to Neighborhood Assistance Program

Committee member Chambers asked if staff had an estimate on how much funds would be needed for the remainder of the fiscal year?

Staff Smalls answered that the estimate has been turned over to the Town's finance department and it is currently being evaluated.

Staff Icard stated that Assistant Town Manager and Finance Director Chris Foster, has been informed as well as Town Council and all seem to agree for a budget amendment. We're estimating \$150,000 to move forward for the rest of the fiscal year.

Chairman Hamilton asked if staff is still taking in applications, the answer was Yes.

Committee Member Wood suggested staff add a separate column to show the actual spent and encumbered funds spent and encumbered.

Committee member Jon Nickel made a motion recommending that Town Council amend the current FY23 budget to include an additional \$200,000.00 to the Neighborhood Assistance Program.

The motion passed 6 -0.

VIII. PUBLIC COMMENTS

Mary Kay Eckenrode – A new Bluffton resident, former Affordable Housing Career, interested in volunteering with the committee.

Michelle Harp – Family Promise Executive Director

Jennifer Coleman – Family Promise Case Manager & Social Worker

Family Promise is looking for affordable rental/possible purchasing of affordable units that their clients could possibly transition into once they time out of the homeless program.

IX. DISCUSSION**1. Housing Analysis Update, Kevin Icard, Director of Growth Management**

Icard provided handouts to locate various types of affordable units throughout the Town. The handout includes projects that fall under the low-income tax credits, the housing voucher program, units provided through Beaufort Housing Authority, private restricted housings, and Habitat for Humanity Projects.

All the categories have a mixture of single family detached units and apartments that are rented, or owner occupied.

Beaufort Housing Authority has 86 units in Bluffton, overall, they have 642 units in Beaufort County.

2. State of Mind Contract Update, Kevin Icard, Director of Growth Management

Staff presented a conceptual image design of the proposed housing at 1095 May River Road this property will hold approximately 12 to 14 units.

The landscape architect and civil engineers are working on sketch plans to provide an idea of what the interior design will look like.

Staff will contact the developer Bill Herbkersman, after the holidays to provide more information on the progress of this project.

X. ADJOURNMENT

Chairman Hamilton adjourned the meeting at 10:51 am.