



## Affordable Housing Advisory Commission Meeting

March 20, 2019

7:00 PM

Town Hall



Present: Chairman Quinton Harper, Terri Buckner, Tyran Hill, Amy Singleton, Gabe Viñas, Cain Twywin, Betty Curry

Also present: Board Liaison, Barbara Foushee, Staff Liaison, Anne-Marie Vanaman, Management Assistant

Visitors: Bridgit Adamou, Sherrill Hampton, Director, Orange County Housing and Community Development

### I. Introduction of new member, Betty Curry

Betty Curry was welcomed to the commission and introductions were made. Curry noted that affordable housing work is a natural outgrowth of her years of community organizing and racial justice work in the Chapel Hill/Carrboro community. She has lived in the area for 15 years.

### II. Consider Approval of January Meeting Minutes

Motion to approve the minutes was moved by Terri Buckner and seconded by Tyran Hill. Motion passed all in favor.

### III. Review FY18 budget and FY19 proposed budget

Anne-Marie Vanaman reviewed the budget with the committee, noting that the current budget has a little over \$61,000 available for the year and that they could expect 4-6 applications in the April 1 cycle. She made note of the Human Services funding which will cover housing applications that were submitted to the Human Services Commission, rather than through the Affordable Housing Special Revenue Fund (AHSRF). Funds will be transferred into the AHSRF to cover these requests for FY19-20. The AHAC inquired about the three recurring allocations in the budget: the Community Home Trust Interlocal Agreement, the Home Consortium and Orange County Partnership to End Homelessness. These are long-standing Town and County commitments to address homelessness and affordable housing in Carrboro. Funding levels are determined by the Board of Aldermen. Vanaman will provide background on these items via email to the AHAC.

Discussion turned to anticipated proposals from Community Home Trust and Empowerment and their current funding levels and opportunities. It was noted that Community Home Trust received their request from Orange County as well as an additional award of \$20,000 to support reserves and future maintenance required on the 58-unit rental community, The Landings at Winmore. The Committee asked staff to look into the number of vacancies and referral process for the Landings.

### IV. Review housing fund application process

#### a. Priorities

Harper asked the commission to consider priority funding areas for this upcoming grant cycle. Discussion ensued about helping individuals who fall outside of a nonprofit's criteria for assistance, community and nonprofit engagement, and the scope of the AHAC itself.

Buckner asked if the AHAC can receive reports about how nonprofits spend their funds and data about who they serve. Vanaman said those reports are readily available and can be

shared. She added that nonprofits will have to provide project reports to the AHAC as a condition of funding.

A request was made to have conference call arrangements for those members who will be out of town for the next AHAC meeting.

**b. Community outreach/engagement strategy**

In the interest of time, Harper suggested tabling this discussion item for a future meeting. The AHAC agreed. He added that community outreach would be best conducted between the April 1 and October 1 funding application deadlines.

**c. Timeline**

Vanaman reviewed the funding application process timeline. The commission had some concerns about being ready to make funding decisions by April 17 and whether the Board of Aldermen would be able to decide on final funding awards on May 7. The need to promote AHSRF funding opportunities in the community after the April 1 deadline was reiterated.

**d. Evaluation**

Harper asked the committee if the agenda could be altered to move up Sherrill Hampton's presentation on evaluation instead. The commission agreed. Vanaman asked the commission to read the article on evaluation as it raises interesting points of consideration and said the most important thing is for the commission to have the funding proposals reviewed and scored by the next meeting. Harper gave Sherrill Hampton the floor.

**V. Guest Presentation: Sherrill Hampton, Director, Orange County Housing and Community Development – Lessons learned in application reviews**

Before walking through the questions Orange County asks when reviewing their applications, Sherrill Hampton advised the AHAC to set priorities by identifying gaps in service and in need. Are there streets they want to focus on, underserved areas? Are you asking the nonprofits for their opinions? She noted that it is extremely difficult for those who earn 30% or below of the AMI to obtain permanent housing.

She advised monitoring of grantees through reporting but said that the reporting requirements should not be too onerous for small grants. Reporting at 50% project completion allows the County and nonprofit to troubleshoot any issues that may have come up. Requiring photo documentation for rehab and repair projects is very helpful.

Hampton fielded questions about criteria for reviewing applications and talked about what the County looks for, depending on the project. She affirmed that the AHAC can ask applicants to present or the AHAC can send additional questions to the applicants via Town staff.

Vanaman added that the AHAC requested most of the information Hampton mentioned in the AHSRF application, and that the application can be changed in the future to capture any gaps.

Hampton answered questions about how the County bids out rehab projects and stated that the County tries to leverage funds so that all, or most, of the issues a dwelling has are addressed. This is better for the homeowner and prevents repeat applications.

Foushee asked about the bidding process and women and minority owned businesses. Hampton said they gather this information, especially when federal funds are involved, but as of now there is no women and minority owned threshold for the County. Hampton said she has materials about the County's application process that she can share with Town staff.

Curry raised the issue of the lack of community centers or recreational areas in underserved communities with few resources. Hampton advised looking at what the recreation and parks departments are doing and said that funding is frequently being cut so the priority is to serve as many people as possible with fewer dollars. She recommended thinking about how to fit into current resources.

Hampton also mentioned that the County can look at County-owned property in Carrboro and determine which lots won't accommodate affordable housing. Perhaps these lots could be used for recreation or green space. She offered to work with Town staff.

The AHAC thanked Hampton for coming.

**VI. Oakwood Refugee Day event – June 20<sup>th</sup>**

Discussion ensued about the event, involvement of Town departments, the event location and the appropriate level of participation of the AHAC. After reviewing the charge of the AHAC, they determined this event is not within their charge to take on. However, members of the commission noted they can assist as individuals.

**VII. Additional comments/questions**

The AHAC asked Town staff to look into Dropbox or Sharepoint for distributing the applications for review. Vanaman reminded the AHAC to review and score before the next meeting. Harper asked the members to think about priority areas and allocations.

**a. Next meeting 4/17/19**

The next AHAC meeting is April 17, 2019. Twywin made a motion to adjourn the meeting. Viñas seconded the motion. The meeting was adjourned.