



## Affordable Housing Advisory Commission Special Meeting

REMOTE\*

April 20, 2022

7:00 PM

Remote Meeting



### Meeting Minutes

**Present:** Quinton Harper – Chair, Amy Singleton, Betty Curry, Bobby Funk, Heather Nash, Lindsay Griffin  
Anne-Marie Vanaman – Carrboro Staff, Zequel Hall – Carrboro Staff

**Absent:** Damon Seils – Council Liaison

**Guests:** EmPOWERment Staff – Delores Bailey (Executive Director), LaTanya Davis (Operations Manager),  
Valencia Thompson (Property Manager)

#### **I. Welcome**

Chair Quinton Harper opened the meeting and welcomed all.

#### **II. Consider Approval of March 2022 Meeting Minutes**

The March 2022 meeting minutes were considered, Singleton made a motion to approve. The motion was seconded by Curry. Voted all in favor (5). None opposed. One absent (Nash).

#### **III. Proposed AHSRF FY23 Budget**

Nash joined the meeting. Vanaman gave an overview of the proposed FY23 AHSRF Budget, stating that increased revenues generated additional funding. Funk requested the balance and breakdown of the payment in lieu funds and how they have been expended; Vanaman provided background information and outlined developer contributions. The AHAC sought clarification on proposed budget line items and recurring expenses. Harper asked if the agencies would report to AHAC in the next fiscal year. Vanaman provided background on the recurring expenses, adding that the Community Home Trust and Orange County Partnership to End Homelessness have presented reports to AHAC in the past, and staff can continue scheduling presentations in the next fiscal year. Delores Bailey requested information on how community partners obtain interlocal agreements. Vanaman replied that the interlocal agreements were created at the Council level, adding that the HOME Program is supported by HUD funding, which requires contributions from the jurisdictions based on population size. Bailey provided additional information on the HOME Program.

Vanaman gave an overview of the funding requests, stating that RTT has withdrawn their application for this funding cycle. Delores Bailey introduced EmPOWERment staff and LaTanya Davis outlined the agency's funding request to purchase an affordable unit for their rental program, that will increase the Town's permanent affordable housing stock. Singleton asked if the unit would be immediately available after closing and if a family has been identified. Valencia Thompson replied that several families have been identified, however final selection will happen after acquisition is complete. Curry stated that current rental housing criteria create barriers for low-income residents. Bailey and Thompson outlined the agency's rental criteria and noted the difficulties housing partners face in their efforts to increase the affordable housing stock. Funk inquired if EmPOWERment is willing to structure the project to incur debt, which may create leverage for the agency to acquire more units. Bailey responded that their goal is to acquire the property with as little debt as possible. Harper requested the proposed rent for the unit. Thompson replied that initial calculations range between \$750-\$850. It was noted that EmPOWERment accepts housing vouchers.

#### **IV. Recommendations of AHSRF Funding Requests**

Vanaman provided additional budget information for the current year and the AHAC discussed available funds, including payment in lieu funds, that could be utilized to fund EmPOWERment's request. Griffin asked if Council would consider increasing the payment in lieu requirement. Vanaman responded that the draft Comprehensive Plan recommends reviewing the LUO. Pending approval of the Comprehensive Plan, this is something that could be considered. Harper asked if ARPA funding could be used for this funding request. Vanaman stated that time constraints for the project prohibit the use of ARPA funding because funding priorities and processes have not yet been determined. The AHAC further discussed budget allocations to inform the funding recommendation.

Nash made a motion to fully fund the EmPOWERment (\$100,000) request by allocating funds from the payment in lieu line item and leaving \$10,000 in reserves and \$5,000 for critical repairs in case a small request is submitted to the Town Manager's office before June 30. The AHAC also recommended that EmPOWERment consider financing options for future acquisition requests which may create leverage to acquire more units. The motion was seconded by Singleton. Voted all in favor (6). None opposed. None absent.

#### **V. April 7<sup>th</sup> Concept Plan Review - Comments**

Due to time constraints, the AHAC opted to delayed discussion of this item.

#### **VI. Additional Comments/questions**

##### **a. Future Meetings Preference**

Vanaman gathered AHAC feedback on future meeting options. The AHAC preferred a hybrid model, with in-person meetings held quarterly.

##### **b. Racial Equity Analysis – AHAC May 2022**

Vanaman informed the commission that Staff will begin assessing the AHSRF application process using the Racial Equity Lens and that this assessment will be an agenda item for the AHAC in May.

##### **c. Carrboro Day – May 1<sup>st</sup>**

Vanaman stated that staff will be present on Carrboro Day to provide resource information to residents.

##### **d. Manufactured Homes Communities Action Plan**

Vanaman reported that the Action Plan has been presented and was endorsed by Town Council.

##### **e. Next Regular Meeting on May 18, 2022**

A motion was made by Griffin to adjourn. The motion was seconded by Curry. Voted all in favor (6). None opposed. None absent. The meeting adjourned at 9:05 p.m.