



TOWN OF BLUFFTON
AFFORDABLE HOUSING COMMITTEE MEETING AGENDA
ELECTRONIC MEETING

Thursday, April 1, 2021 10:00 a.m.

This meeting can be viewed on the Town of Bluffton's Facebook page starting at 10:00 a.m.
<https://www.facebook.com/TownBlufftonSC/>

PUBLIC COMMENT

Public comments will be received via conference line provided by Staff. All requests for public hearing or public comment will be accepted up to two (2) hours prior to the scheduled meeting start time.

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADOPTION OF AGENDA
- IV. ADOPTION OF MINUTES – March 4, 2021
- V. PUBLIC COMMENTS
- VI. OLD BUSINESS
- VII. NEW BUSINESS
 - 1. Neighborhood Assistance Program Budget Update
 - 2. 2021 Fair Housing Month
- VIII. PUBLIC COMMENTS
- IX. DISCUSSION
- X. ADJOURNMENT

*Public Comments may be submitted electronically via the Town's website at (<https://bit.ly/TOBPublicComment>) or by emailing your comments to the Growth Management Coordinator at dmclain@townofbluffton.com. Comments will be accepted up 2 hours prior to the scheduled meeting start time. All comments will be provided to the Affordable Housing Committee.

NEXT MEETING DATE: Thursday, May 6, 2021

“FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies.”

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Chairperson of the Committee. Public comment must not exceed three (3) minutes.

TOWN OF BLUFFTON AFFORDABLE HOUSING COMMITTEE
Electronic Meeting
Thursday, March 4, 2021 Meeting Minutes

Present: Chairman, Councilman Fred Hamilton; Councilman Dan Wood; Meg James; LeDeen Hangen; Denolis Polite and Jon Nickel

Absent: Gwen Chambers

Staff: Victoria Smalls, Community Development Coordinator; Heather Colin, Director of Growth Management; Kevin Icard, Planning and Community Development Director; Charlotte Moore, Principal Planner

I. CALL TO ORDER

Chairman Hamilton called the meeting to order at 10:01 a.m.

II. ROLL CALL

Denolis Polite joined the meeting at 10:17 a.m. Gwen Chambers was absent.

III. ADOPTION OF AGENDA

Committee Member Nickel made a motion to adopt the March 4, 2021, Affordable Housing Committee Agenda. Committee Member James second the motion. All were in favor and the motion passed.

IV. ADOPTION OF MINUTES – February 4, 2021

Committee Member Nickel made a motion to adopt the March 4, 2021, Affordable Housing Committee meeting minutes. Councilman Wood second the motion. All were in favor and the motion passed.

V. PUBLIC COMMENTS

There were no Public Comments.

VI. OLD BUSINESS

There was no Old Business.

VII. NEW BUSINESS

1. Neighborhood Assistance Program Budget Update

Staff Smalls provided a monthly report, including the available program budget and amount spent as of February 25, 2021. She stated that two

applicants were waiting on work estimates, and that work was underway for three homeowners.

VIII. PUBLIC COMMENTS

There were no Public Comments.

IX. DISCUSSION

Councilman Hamilton asked Staff Icard if there has been any contact with the contract developers. Icard stated that as of today there had not been any contact, but he would follow up and email the committee with any information.

Committee Member Nickel asked for follow up into the Humanities Foundation, an affordable housing organization out of Charleston. Staff Smalls responded that she reached out through email and voicemail and is awaiting response. Smalls also signed up for the newsletter that the Foundation puts out.

Councilman Hamilton mentioned that the Crowne at One Seventy Apartments in the Village at Verdier area sent him an email with apartment availability that would be ready in April. Two-bedroom apartments would be going for \$1028 and 1-bedroom apartments would be going for \$899. The rent is based on the apartment complex affordable housing scale. Councilman Wood stated that the Crowne apartments owed the Town of Bluffton a few Affordable-Workforce Housing Units. Icard will investigate this matter and get back with the board.

X. ADJOURNMENT

Chairman Hamilton adjourned the March 4, 2021 Affordable Housing Committee Meeting at 10:21 a.m.



MEMORANDUM

TO: Affordable Housing Committee

FROM: Victoria Smalls, Community Development Coordinator

CC: Kevin P. Icard, AICP, Planning & Community Development Manager; Heather Colin, AICP, Director of Growth Management. Charlotte Moore, AICP, Principal Planner

RE: Neighborhood Assistance Program Budget Update

DATE: April 1, 2021

The total available budget for the FY21 Neighborhood Assistance Program is \$110,633.03.

Town Staff continues to process applications to assist income-qualified households in Bluffton:

- As of March 23, 2021, \$71,606.97 has been spent (including households in progress).
- As of March 23, 2021, two (2) households have started repair work and one (1) home is waiting on estimates.

ATTACHMENTS:

- A. FY21 Budget Plan

Town of Bluffton
 Growth Management Department
 Planning & Community Development Division

ATTACHMENT A

Affordable Housing Committee Budget Plan
 Neighborhood Assistance Program (NAP) & Approved Budget FY21

| Adopted Budget FY21 | | | | | |
|---|----------------|---------------------|---------------------|--------------------------------|--------------------------|
| Task | Adopted Budget | YTD Actual Spending | *Estimated Spending | Remaining NAP Available Budget | Number of Homes Assisted |
| Home Repair/Rehabilitation | | | | | |
| a. Home-Repair- Minor | \$150,000 | \$69,681.97 | \$7,760 | \$72,558.03 | 9 |
| Property Maintenance | | | | | |
| a. Abatement/ Demolition of Unsafe Structures | \$15,000 | | | \$15,000 | |
| b. Property Clean Up/Septic Pumpout | \$5,000 | \$1,543 | | \$3,457 | 4 |
| c. Private Road Repair for Emergency Access | \$9,000 | | | \$9,000 | |
| d. Septic System Repair/Sewer Connection | | | | | |
| e. E-911 Addressing | \$1,000 | | | \$1,000 | |
| f. Tree Mitigation | \$10,000 | \$382 | | \$9,618 | 1 |
| Total Budget | \$190,000 | \$71,606.97 | \$7,760 | \$110,633.03 | |

Last Updated Date: March 23, 2021

*Estimated spending amount are funds that haven't been paid to a contractor or work has not been completed



MEMORANDUM

TO: Affordable Housing Committee
FROM: Victoria Smalls Community Development Coordinator
CC: Kevin Icard, Planning & Community Development Manager
Heather Colin, Director of Growth Management
RE: April Fair Housing Month
DATE: April 1, 2021

BACKGROUND

April 2021 marks the 53rd anniversary of the signing of Title VIII of the 1968 Civil Rights Act, as amended, which guarantees fair housing opportunities for all Americans.

A resolution will be presented at the April 13, 2021 Town of Bluffton Town Council meeting declaring April as Fair Housing Month in the Town of Bluffton. This act is to affirm the continued dedication to fair housing principles and regulations established by the State of South Carolina and the United States Federal Government. A copy of the proposed resolution is attached.

ATTACHMENTS

1. 2021 Fair Housing Month Resolution

ATTACHMENT 1

RESOLUTION

A RESOLUTION DECLARING APRIL AS FAIR HOUSING MONTH IN THE TOWN OF BLUFFTON BY AFFIRMING THE CONTINUED DEDICATION TO FAIR HOUSING PRINCIPLES AND REGULATIONS ESTABLISHED BY THE STATE OF SOUTH CAROLINA AND THE UNITED STATES FEDERAL GOVERNMENT

WHEREAS, April 11, 2021 marks the 53rd anniversary of the signing of Title VIII of the 1968 Civil Rights Act, as amended, which guarantees fair housing opportunities for all Americans; and

WHEREAS, the principle of fair housing is not only state and national law and policy, but a fundamental human concept and entitlement for all citizens; and

WHEREAS, the Town of Bluffton desires that all its citizens be afforded the opportunity to attain a decent, safe, and sound living environment; and

WHEREAS, the Town of Bluffton rejects discrimination on the basis of race, religion, color, sex, national origin, disability, and/or family status in the sale, rental, or provision of other housing services; and

WHEREAS, as a community we welcome all good neighbors, recognizing the contributions and richness tendered by a wide variety of young and old, male and female, people of all colors, ethnic backgrounds, and religious traditions; and

WHEREAS, interested parties from both the private and public sectors will participate in a city, state and national effort to promote fair housing.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA:

1. The month of April 2021 to be "Fair Housing Month"; and
2. All residents of our community are urged to personally adopt the spirit of equal housing opportunity and adhere to the letter and character of the Fair Housing Laws.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ADOPTION. SIGNED, SEALED AND DELIVERED THIS ____ DAY OF _____, 2021.

Lisa Sulka, Mayor
Town of Bluffton, South Carolina

ATTEST:

Kimberly Chapman, Town Clerk
Town of Bluffton, South Carolina