



Affordable Housing Committee Meeting

Thursday, August 05, 2021 at 10:00 AM

Electronic Meeting

AGENDA

This meeting can be viewed on the Town of Bluffton's [Website](#)

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 THE AGENDA

IV. ADOPTION OF MINUTES

- [1.](#) July 1, 2021

V. PUBLIC COMMENTS

VI. OLD BUSINESS

VII. NEW BUSINESS

- [1.](#) Neighborhood Assistance Program Budget Update

VIII. DISCUSSION

1. State of Mind Contract Update
2. Saint Gregory the Great Annexation Update

IX. ADJOURNMENT

"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 Town Clerk. Public comment must not exceed three (3) minutes.*

Affordable Housing Committee Meeting

Electronic Meeting

July 01, 2021

I. CALL TO ORDER

II. ROLL CALL

PRESENT

Chair/Council Member Fred Hamilton

Council Member Dan Wood

Committee Member Gwen Chambers

Committee Member Meg James

Committee Member Jon Nickel

Committee Member Grace Staples

ABSENT

Committee Member Denolis Polite

III. ADOPTION OF THE AGENDA

Motion for adoption made by Committee Member Nickel, Seconded by Committee Member Chambers.

Voting Yea: Chair/Council Member Hamilton, Council Member Wood, Committee Member Chambers, Committee Member James, Committee Member Nickel, Committee Member Staples

IV. ADOPTION OF MINUTES

1. June 3, 2021

Motion for approval made by Council Member Wood, Seconded by Committee Member Nickel.

Voting Yea: Chair/Council Member Hamilton, Council Member Wood, Committee Member Chambers, Committee Member James, Committee Member Nickel, Committee Member Staples

V. PUBLIC COMMENTS

There were no public comments.

VI. OLD BUSINESS

There was no old business.

VII. NEW BUSINESS

1. New Board Member Introduction

Staff Member Victoria Smalls introduced a new Committee Member, Grace Staples.

2. Neighborhood Assistance Program Budget Update

Staff Member Victoria Smalls presented the information to the Commission.

The total available budget for the FY21 Neighborhood Assistance Program is \$70,206.03.

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

As of June 24, 2021, \$107,233.97 has been spent (including households in progress).

As of June 24, 2021, 23 homes have been repaired or serviced through the Neighborhood Assistance Program during the 2021 Fiscal Year.

No votes were taken.

VIII. DISCUSSION

1. State of Mind Contract Update

Staff Member Heather Colin provided an update on the "State of Mind" contract.

Colin stated that Staff would be meeting with State of Mind representatives the following week, continuing conversations with Chairman & Councilman Hamilton and bringing this back before the Committee in the next few months.

IX. ADJOURNMENT

Councilman Hamilton adjourned the meeting at 10:37am.



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: August 5, 2021

The total available budget for the FY22 Neighborhood Assistance Program is \$190,000.00

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

- As of July 29, 2021, the available budget is \$178,930.00. \$10,770 has been paid out on roofing repairs and \$300 is estimated for septic pump outs.
- As of July 29, 2021, 2 homes have been serviced through the NAP; 3 homes are waiting on contractor estimates for work to begin.

ATTACHMENTS:

- A. FY22 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 FY22

Adopted Budget FY22					
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	\$10,770		\$139,230	1
Property Maintenance					
a. Abatement/ Demolition of Unsafe Structures	\$15,000				
b. Property Clean Up/Septic Pumpout	\$5,000		\$300	\$4,700	1
c. Private Road Repair for Emergency Access	\$9,000				
d. Septic System Repair/Sewer Connection					
e. E-911 Addressing	\$1,000				
f. Tree Mitigation	\$10,000				
Budget	\$190,000	\$10,770	\$300	\$178,930	2

Last Updated Date: July 29, 2021

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