

# Affordable Housing Committee Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers, 20  
Bridge Street, Bluffton, SC

June 06, 2024

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## I. CALL TO ORDER

The meeting was called to order by Chairman Hamilton at 10:14am

## II. ROLL CALL

### PRESENT

Chair Fred Hamilton  
Committee Member Gwen Chambers  
Committee Member Denolis Polite  
Committee Member Grace Staples

### ABSENT

Council Member Dan Wood  
Committee Member Meg James  
Committee Member Doug Magill

## III. ADOPTION OF MINUTES

May 2, 2024

Motion made by Committee Member Polite, Seconded by Committee Member Chambers.  
Voting Yea: Chair Hamilton, Committee Member Staples

## IV. PUBLIC COMMENT

No Public Comment

## V. OLD BUSINESS

No Old Business

## VI. NEW BUSINESS

### 1. FY2024 Neighborhood Assistance Budget Update

The budget for Fiscal Year 2024 Neighborhood Assistance Program was adopted at \$290,000. As of February 14, the updated budget was \$304,000.

To date, 17 homes have been serviced for home repairs such as roofing and interior repairs totaling \$259,402. Twenty-two homes have been serviced for septic pump outs, totaling \$8,757, and four homes for tree service totaling \$7,780.

As of May 30, 2024, 43 homes have been serviced through the Neighborhood Assistance Program. Collectively, the program has a current balance of \$14,061.

Staff member Smalls let the committee know that there is currently seven applications waiting on the FY 2025 to start.

Chairman Hamilton asked if there were still septic service calls being requested in the Buck Island/Simmons ville community, Smalls answered yes. Hamilton asked if there is a date on when the septic conversion would be completed in that area. Growth Management Director Icard reached out to engineering and the anticipated completion date is July/August timeframe.

Smalls let the committee know that the NAP had been awarded \$144,000 from the Beaufort Jasper Housing Trust Fund. The funds will be available at the start of the 2025 fiscal year.

Committee Member Staples asked if the grant that was awarded will be money available in addition to the approved budget. Smalls answered yes, these funds will enlarge our budget for more home repairs.

Smalls let the committee know that Golden Line Design & Remodeling is a new vendor that has been added to our list of contractors.

## VII. DISCUSSION

### 1. Palmetto Community Developers, Joseph Dukes, Founder & Chief

Affordable Housing Development, Mr. Dukes provided a presentation and overview of the services that he provides. His services include:

Consulting for non-profits & families, who are looking to develop affordable housing or communities, Economic Development consulting for municipalities, Loan & grant consultation and New Market tax credit consulting.

### 2. Town of Bluffton Employee Homebuyer Assistance, Stephen Steese, Town Manager

The Town plans to offer a five-year forgivable loan to employees at different levels depending on the employees' AMI (area median income) level as defined by HUD.

This plan will go to Town Council in July for Council approval.

The Town will offer up to \$20,000 in home buying assistance for employees that earn 120% AMI or less,

The Town will offer up to \$15,000 in home buying assistance for employees that earn between 121% and 140% AMI and The Town will offer up to \$10,000 in home buying assistance for employees that earn over 141% AMI.

The Town will partner with Community Works to initiate the homebuying program.

The committee members made one recommendation to add an additional tier with up to \$25,000 in assistance for 80% AMI or below.

## VIII. ADJOURNMENT

The meeting was adjourned at 11:43 am.

**NEXT MEETING DATE: Thursday, July 11, 2024**