

Affordable Housing Committee Meeting

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

June 05, 2025

This meeting can be viewed live on [BCTV](#), on Sparklight Channel 9 and 113 or on Spectrum Channel 1304.

I. CALL TO ORDER

June 5, 2025, the Affordable Housing Committee Meeting was called to order at 10:00 am.

II. ROLL CALL

PRESENT

Chairman Fred Hamilton
Councilwoman Emily Burden
Commissioner Gwen Chambers
Commissioner Meg James
Commissioner Denolis Polite
Commissioner Doug Magill
Commissioner Veronica Navarro

III. ADOPTION OF MINUTES

1. May 1, 2025

A motion was made by Commissioner Chambers, Seconded by Commissioner James.
Voting Yea: Chairman Hamilton, Councilwoman Burden, Commissioner Polite, Commissioner Navarro.

IV. PUBLIC COMMENT

Lisa Riccardi, The Elle Apartments

Lisa is the property manager at The Elle Apartments off of Bluffton Parkway.

Summer Nichols, Bristol at New Riverside

Summer is the property manager at Bristol at New Riverside; the complex has 10 workforce-priced units that are all currently occupied and there is a waiting list.

Chairman ask Summer when the development has vacancies, how do they make that announcement public. Summer let Chairman know that she keeps in contact with Victoria Smalls.

V. OLD BUSINESS

No Old Business

VI. NEW BUSINESS

1. FY25 Neighborhood Assistance Program Budget Update

The budget for the Neighborhood Assistance Program for FY 2025 has been approved at \$400,000 by Town Council. An additional \$144,000 was added to the budget by a grant awarded to the

program by Beaufort Jasper Housing Trust on August 22. That brings the 2025 fiscal year budget to \$544,000.

Thirty-five homes have received home repairs at a total of \$342,464 and two jobs are encumbered for \$11,200.

One home has been demolished due to Hurricane Helene at a total of \$4,200.

One home requested a roll away trash bin for property clean up for a total of \$644.

Seven homes have been serviced for septic pump outs or plumbing services at a total of \$3,463.

Four homes have been serviced for tree service at a total of \$1,035. Two jobs are encumbered for \$1,380.

As of May 29, ten homes are currently being worked on.

The Town has partnered with Save the Shutters; one home is being worked on and the second is still waiting for repairs to begin. The Town and Save the Shutters have repaired four homes together.

Commissioner James asked how FY25 compares to FY24. Staff will provide those numbers at the July meeting.

VII. DISCUSSION

1. The May Update

Mark Maxwell, Town of Bluffton, Special Projects Manager

Maxwell informed the committee that construction has started, and the rough grading is completed for the parking and roadways. The building pads will start as well as the storm water roughing.

The construction team plans on starting the underground utilities the week of June 9. The team anticipates starting vertical construction in October and having a completion date by the end of the first quarter of 2026.

Coastal States Bank is looking to the homebuying applications out by the end of this year.

Commissioner Magill asked how potential residents are being sought, Smalls answered that calls have been coming in a for quiet sometime but as Mark just stated, we are not ready for that step. Smalls is telling whoever calls just to keep calling and emailing and she is keeping track of names.

Chairman Hamilton let the committee know that he would like to see an Affordable Housing Department and is working on the details of that project. The idea was discussed at the Town's Budget Workshop. Chairman Hamilton told the committee he would love for them to share their thoughts and ideas on this.

VIII. ADJOURNMENT

June 5, 2025, meeting was adjourned at 10:18am

IX. NEXT MEETING DATE: Thursday, July 10, 2025