

Attendance:  
Mary Gillogly  
Kyle Shipp  
John Foley  
Alirio Estevez  
Sharon Taylor Gray  
Susan Levy  
Gail Friedman  
Tiffany Stuflick

Susan opens meeting with a welcome. During a review of the minutes Susan asks about an attachment that is missing from the minutes. Jack will send it out after the meeting.

Consent agenda is motioned and approved.

Discussion begins on the Chair and Vice Chair position for AHAC. Susan provides an overview of the Chair position and Vice Chair with its duties and responsibilities. Susan and John are likely not seeking the positions again but will remain active in AHAC. AHAC will solicit nominations prior to the January meeting and review them during that meeting. Leah provides materials on the positions and its requirements.

Discussion moves on to the Attendance policy overview. Leah provides an overview of the importance of attendance and quorum to keep the mission and goals of AHAC moving forward. A lack of quorum and notifications can cause issues for staff and work at the County. AHAC members are asked to notify staff or Board Chair of members who are not attending with a recommendation on interventions.

Attendance policy: If member misses 25% of meetings, then AHAC will discuss the reason for absence and the Commissioner that appoints said member will reach out. At that time, the member will be asked to resign or improve attendance.

AHAC can make referrals for new members to replace any that leave AHAC. Applicants must apply through the website to be considered. New Siler City mayor Donald Matthews will replace Chip as an appointed member. Andrea Wiley from CPCA intends to apply.

AHAC officially votes to refer member that has not attended any meetings for removal.

Jack Watson provides a brief overview of the Housing Trust Fund application process. The total HTF allocation for this year is \$300,000 and historically AHAC has provided partial funds in some cases. Leah asks if more funds than requested could be awarded. Bryan says it is possible, AHAC would communicate with the applicant.

Jack begins a walkthrough of each application received. RTT, Habitat for Humanity, Avent Digital Services and Third Wave.

Habitat for Humanity submitted their application late which means that their application will move to the back of the line for consideration. If funds remain after other award decisions than this app can be considered.

Avent Digital services applied for \$300,000 for a new construction project. HTF dollars would be used for land acquisition so they have further to go before they would provide affordable housing. Follow up questions to applicant were not answered with adequate information and it appeared they may need additional assistance or education around affordable housing requirements. The parcel they are interested in is not located near amenities that are preferred (grocery, healthcare, etc..).

John Foley proposes possible partial funds for admin costs to improve project proposal and AHAC application for next year. Discussion about pros and cons of the project and ultimately decides that no funds would be awarded at this time.

Third Wave submitted two applications. They are seeking reimbursement on taxes paid that would be awarded over 15 years. \$98,000 for project 1 and \$170,000 for project 2. This project is outside of normal practice for HTF awards. There will be no affordable units created or preserved so the question is if this is something AHAC would support in its pursuit of affordable housing.

Outside of AHAC, County staff has been working with Third Wave to correct an error on incorrect tax evaluation to help them through budget shortfalls and request on easing their expenses. Option to cover 2021, difference in 22-23, and 24-25 taxes to help Third Wave overcome funding gap and maintain their work in the community. Funds would come from Article 46 (.25% sales tax in Chatham spread to schools, parks, affordable housing, farm enhancement.).

AHAC motions and approves that staff will bring more details about Third Wave situation in February and set application decision aside in the interim.

AHAC motions and approves funding RTT \$200,000 and Habitat for \$65,000 with \$35,000 remaining.

Kyle Shipp motions, according to guidelines, to allocate additional \$25,000 to RTT and \$10,000 to Habitat for Humanity.

### **Community Updates:**

Chatham County and Central Pines are applying for URP 2024

Chatham County has a new executive director at the Housing Authority

Pittsboro election outcomes: Kyle Shipp is now Mayor, and John Foley Councilman.