

Affordable Housing Implementation Committee Meeting Minutes
October 7, 2021
Community Development Department
ZOOM
Personalized Participant ID: Delivered via email

Committee Members Present: Stella Adams, LeVon Barnes, Laura Betye, Diane Catotti, Lucia Constantine, S. Nicole Diggs, Tiffany Elder, Courtney James, I. Jarvis Martin, Jon Parker, Venice Sanders, and Timothy Stallmann

Committee Members Absent: Tammy Ferrell, Rita R McDaniel, Nicole Furnace, and Angela D. VickLewis

City of Durham Staff: Reginald J. Johnson, Karen Lado, and Juliet Black

City of Durham Council Member: Charlie Reece (Not in attendance)

Durham Housing Authority: Anthony Scott, Anthony Snell

- I. Call to Order**
Meeting called to order by Co-Chair Tiffany Elder at 6:00 pm.
- II. Welcome /Roll Call**
The staff clerk took attendance during roll call.
- III. Review Agenda and Ground Rules**
Co-Chair Elder reviewed the agenda and ground rules for the meeting.
- IV. Approval of Minutes**
Co-Chair Catotti reiterated the importance of notifying the co-chairs of absences. She read the following statement from the Durham Affordable Housing Implementation Committee Bylaws:

Section 2. Absence. If a member of the Affordable Housing Implementation Committee will be unable to attend a regularly scheduled meeting, the member shall notify the Co-Chairs or the Office of the City Clerk of their impending absence at least 48 hours prior to the time of the meeting. The Leadership Team and Community Development staff liaison shall then be informed of all such notices and shall record the absences as excused.

Corrections were made to the September 2, 2021, minutes. The minutes of September 2, 2021, were moved. Courtney James and S. Nicole Diggs seconded the motion. Members voted unanimously to approve the minutes with the mentioned changes.

Housing Project Update

CDD Director Reginald J. Johnson gave an overview of the challenges that have arisen due to the impact of the COVID-19 Pandemic on Affordable Housing Development in Durham. Mr. Johnson stated that he is unsure if housing costs will go back to pre-COVID price ranges. Copper prices are also on the rise. Mr. Johnson stated they could get lumber prices. **(Presentation attached).**

Questions were allowed after the presentation: What is the projected cost of lumber? Lumber costs have shown increases and decreases but unsure if costs will continue to drop post-pandemic. The City's budget for development was based on pre-COVID prices. **Where are we with the contracts?** Mr. Johnson stated we are looking at five years, which might reduce the number of houses produced with available funds. **Are the 330 units coming out of the preservation or construction numbers?** An average from across the board. Do not know what this is: **Has the department thought about using COVID release funds?** Using the COVID money would cause the department to be on shaky ground. CDBG funds and the Affordable Housing Bond is being used to assist the Ross Road project. **Is there a timeline for ERAP 2?** Mr. Johnson responded they recognized the need but did not have a timeframe because they needed to find a mechanism to find a vendor. It's very complex, no timeframe, but they are working on it.

V. DHA Property Updates

Anthony Scott, CEO of Durham Housing Authority (DHA), and Mr. Anthony Snell, Director of Real Estate Development, gave an update on DHA regarding tenants behind in their rent and the progress on Liberty Street, 519 E. Main Street, and Morreene Road Apartments. **(Presentation attached).**

Questions were allowed after the presentation: How does the delay in ERAP funds impact the tenant's assistance? It will not impact the ones who have started the process; however, it is a concern for those who are nonresponsive to DHA in getting assistance. However, HUD has made it very clear that PHAs must collect past-due rent. **Is there a reason DHA could not automatically pre-enroll residents behind in rent for the ERAP based on the information DHA has on hand?** Based on the rules from Treasury you must request authorization. **Have you been approved for all the funds requested?** The short answer is No. DHA applied for \$650,000 and has received \$87,000.00. **How much money has been spent with MWBE suppliers or percentage?** Figures are not available tonight but will be available at the next meeting. **Why can't the apartments downtown be more accessible for residents?** Market rate units downtown are market-rate developers, which don't necessarily build affordable housing because you need enough to pay for the building. The City provides Gap financing. The City nor the State can compel a market developer to build affordable housing. **Are there any installation or air sealing, or other energy efficiency improvements alongside the kitchen and bathroom?** JJ Henderson provides new roofing, and additional insulation is based unit by unit. However, appliances are energy efficient. **Is the agreement something that is or will be made available to the committee for Willard Street?** The documents are public records, and Mr. Scott stated they could be made available to the committee.

VII. MWBE Contracting

In December 2020, the City issued a request for qualifications (RFQ) for consulting services to oversee MWBE contracting and Davis-Bacon/Section 3 compliance. The City received seven responses to the RFQ, and after an extensive review process, selected United Minority Contractors of North Carolina (UMCNC). **(Presentation attached)**

Questions were allowed after the presentation: Will you work with small contractors to ensure they don't encounter any problems? Absolutely! We are considered to be an advocate and help small contractors. **What mechanism do you use to provide training?** They provide practical knowledge but partner with other organizations. **When is the first MWBE reporting due?** Hoping that is be done by January but will confirm with UMCNC.

Contact Information:

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VIII. Committee on Healthcare, Homelessness & Housing

The committee is part of the Coalition for Affordable Housing and Transit. There is a need for strategic responses that are cross-cutting and silo-busting. The work on the committee can help them move forward. **(Presentation attached)**

IX. Approval of Meeting Schedule

Co-Chair Cattoti reviewed the proposed meeting calendar for 2021-22. The committee will meet in November. The committee will resume in January and meet every other month, except July & August off due to vacations. LeVon Barnes moved the draft meeting schedule, and Stella Adams seconded the motion. Members voted unanimously to approve the schedule as presented. **(Schedule attached)**

X. Discussion

Co-Chair Catotti mentioned the committee is to report to the Council and asked each committee member to respond to the question below.

What are highlights or concerns that you would like to see reported to Council? (besides a summary of information received, progress made, and committee meetings/logistics, etc.)

VI. Public Comments

No public comments

VII. Wrap Up/Adjournment

Meeting adjourned at 7:19 pm