



TOWN OF CHAPEL HILL

Housing Advisory Board

Action Minutes

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Chair Kayla Prestwood
Vice-Chair Tai Huynh
Jared Brown-Rabinowitz
Laura Cowan
Letitia Davison

Anne Hoole
Dawna Jones
Mary Jean Seyda
Jim Yamin

Tuesday, January 8, 2019

6:30 PM

RM 102 | First Floor Conf. Room

Opening

Roll Call

Council Liaison: Karen Stegman

Staff: Sarah Vinas, Assistant Director, Office for Housing and Community

Nate Broman-Fulks, Affordable Housing Manager

Emily Holt, Affordable Housing Development Officer

Michael Sudol, Planner II

Present 8 - Chair Kayla Prestwood, Vice-Chair Tai Huynh, Jared Brown-Rabinowitz, Laura Cowan, Anne Hoole, Dawna Jones, Mary Jean Seyda, and Jim Yamin

Absent 1 - Letitia Davison

Approval of Agenda

A motion was made by Yamin, seconded by Seyda, that the agenda be approved. The motion carried unanimously.

Announcements

Petitions

Approval of Minutes

1. November 13, 2018 Housing Advisory Board Draft Action Minutes

[\[19-0010\]](#)

A motion was made by Yamin, seconded by Hoole, that the November 13,

2018 Housing Advisory Board draft Minutes be approved. The motion carried by a unanimous vote.

Old Business

New Business

2. Orange County Affordable Housing Summit Report and Presentation [\[19-0011\]](#)
3. Update on Tiny Home Exploration [\[19-0012\]](#)
4. Affordable Housing Development Reserve Application Review [\[19-0013\]](#)

A motion was made by Vice-Chair Huynh, seconded by Yamin, that the Housing Advisory Board recommend fully funding the Community Home Trust Master Leasing Pilot Program application and the Community Home Trust Chandler Woods application out of the Affordable Housing Development Reserve (AHDR), allocate the remaining AHDR funds to the Habitat for Humanity Affordable Homeownership off of Sunrise Road Application, and bridge the \$108,000 gap remaining between what is available in the AHDR and what is requested in the Habitat for Humanity Application through funds out of the Affordable Housing Fund. The motion carried by a unanimous vote.

5. Affordable Housing Bond Application and Evaluation Process [\[19-0014\]](#)
6. Creation of Housing Advisory Board Priorities for 2019 [\[19-0015\]](#)

A motion was made by Hoole, seconded by Vice-Chair Huynh, that the Housing Advisory Board fiscal year 2019-20 priorities be approved as:

1. Continue to build the Board's expertise on local/current affordable housing issues
2. Pilot Payment-In-Lieu for rental housing formula.
3. Evaluate and monitor performance measures to assess affordable housing strategies and goals, as well as for the Housing Advisory Board.

The motion carried by a unanimous vote.

Adjournment

Next Meeting - 2/12/18

A motion was made by Vice-Chair Huynh, seconded by Seyda, that the meeting be adjourned. The motion carried by a unanimous vote.

Order of Consideration of Agenda Items:

- 1. Staff Presentation*
- 2. Applicant's Presentation*
- 3. Public Comment*
- 4. Board Discussion*
- 5. Motion*
- 6. Restatement of Motion by Chair*
- 7. Vote*
- 8. Announcement of Vote by Chair*

Public Charge: The Advisory Body pledges its respect to the public. The Body asks the public to conduct themselves in a respectful, courteous manner, both with the Body and with fellow members of the public. Should any member of the Body or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.

Unless otherwise noted, please contact the Planning and Development Services Department at 919-969-5066; planning@townofchapelhill.org for more information on the above referenced applications.

See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.