AFFORDABLE HOUSING SUBCOMMITTEE

April 1, 2025

AGENDA

- Call to Order & Welcome
- Public Comment
- Meeting Minutes
- Discussion
  - Subcommittee Bylaws Revisions
  - Subcommittee Authority Revisions to AHSP Guidelines
- Presentation
  - 2025 Point in Time Count
- Announcements
- Adjourn

PUBLIC COMMENT



APPROVAL OF MEETING MINUTES



MARCH 4, 2025

SUBCOMMITTEE BYLAWS REVISIONS

SUBCOMMITTEE BYLAWS REVISIONS

Discussion today and action anticipated at the May 6, 2025 Meeting

Reasons for Revisions

1. Reflect official name of the body as “Affordable Housing Subcommittee” per the original February 2019 Board action to establish the body
2. Reflect anticipated change in the composition of the body to include two (2) resident members in addition to the three (3) Commissioner members
3. Address administrative updates

II.A. NAME AND OFFICE

Current:

The Committee was established by the Buncombe County Board of Commissioners at its February 5, 2019 meeting. The purpose of the Committee is to engage with community partners, solicit public input and make housing affordability policy and funding recommendations to the Board of Commissioners for Buncombe County.

Revision:

The **Subcommittee** was established by the Buncombe County Board of Commissioners at its February 5, 2019 meeting. **The Board of Commissioners expanded the Subcommittee membership on April 1, 2025 to include County residents in addition to the originally established three (3) Commission Members.** The purpose of the **Subcommittee** is to engage with community partners, solicit public input and make housing affordability policy and funding recommendations to the Board of Commissioners for Buncombe County.

II.B. MEMBERSHIP

Current:

The Committee shall consist of three (3) members and shall be appointed by the Buncombe County Board of Commissioners as follows:

1.Three (3) Commissioner Members shall be appointed from the membership of Buncombe County Board of Commissioners

Revision:

The **Subcommittee** shall consist of **five (5)** members and shall be appointed by the Buncombe County Board of Commissioners as follows:

1. Three (3) Commissioner Members shall be appointed from the membership of Buncombe County Board of Commissioners

2. Two (2) Resident Members shall be appointed by the Board of Commissioners from applicants with relevant experience in affordable housing, housing finance, or related areas.

II.C.1 TERMS

Current:

The Committee shall be appointed by the Buncombe County Board of Commissioners for terms of two (2) years in January in the year of appointment. Provided, that in the appointment of the initial Committee, appointments will be made in February, and initial terms will end on the last day of December two (2) years later.

Revision:

1. **Commissioner Members** shall be appointed by the Buncombe County Board of Commissioners for terms of two (2) years in January in the year of appointment.

II.C.2-6 TERMS

Addition:

2. Resident Members shall be appointed by the Buncombe County Board of Commissioners for terms of two (2) years beginning July 1 in the year of appointment. Provided, that in the initial appointment, appointments will be made in May, and initial terms will end on the last day of June one (1) year later for one (1) member and the last day of June two (2) years later for one (1) member.

3. No Resident Member shall serve more than two (2) successive terms.

4. Any vacancy on the Subcommittee regardless of how created shall be filled by appointment by the Board of Commissioners for the unexpired term of the vacant position.

5. The Board may remove any Committee member at any time for incapacity, unfitness, misconduct, or neglect of duty as the Board of Commissioners might determine in its sole discretion.

6. No appointee may serve on more than two county appointed boards, committees, or authorities unless exempted by nature of the position he or she may hold in governmental service

II.D.1 OFFICERS

Current:

The Committee members shall appoint a Chairperson and Vice-Chairperson from its membership by majority vote to serve a one (1) year term and until such person's successor is appointed by the Committee. Said appointments should be made during the first regularly scheduled meeting of each County fiscal year and take effect immediately upon the successful majority vote.

Revision:

The **Subcommittee** members shall appoint a Chairperson **from the Commissioner Members** and Vice-Chairperson from its membership by majority vote to serve a one (1) year term and until such person's successor is appointed by the **Subcommittee**. Said appointments should be made during the first regularly scheduled meeting of each County fiscal year and take effect immediately upon the successful majority vote.

II.E.2 SPECIAL MEETINGS

Current:

The Chairperson or two of the members of the Committee may at any time call a special meeting of the Committee by signing a written notice stating the time and place of the meeting and the subjects to be considered.

Revision:

The Chairperson or **a majority** of the members of the **Subcommittee** may at any time call a special meeting of the **Subcommittee** by signing a written notice stating the time and place of the meeting and the subjects to be considered.

II.E.3 AGENDA

Current:

Any two (2) members of the Committee may add an item to the agenda.

Revision:

A **majority of** members of the **Subcommittee** may add an item to the agenda.

II.E.3b PUBLIC COMMENT

Current:

Public Comment on New Business Items.
Any individual wishing to address a specific item on the "New Business" agenda may be recognized by the Chair only after each Committee Member has been afforded the opportunity to discuss the specific agenda item and after two (2) of members of the Committee have requested public comment on a new business item.

Revision:

Public Comment on New Business Items.
Any individual wishing to address a specific item on the "New Business" agenda may be recognized by the Chair only after each **Subcommittee** Member has been afforded the opportunity to discuss the specific agenda item and after **a majority** of members of the **Subcommittee** have requested public comment on a new business item.

II.E.3c PUBLIC COMMENT

Current:

Public Comment on Old Business Items. Items of "Old Business" will not be scheduled to include public comment. However, should three (3) of members of the Committee request an opportunity for public comment on an old business item then the Chair will recognize any individual wishing to address such item, but only after each Committee member has been afforded the opportunity to discuss the item.

Revision:

Public Comment on Old Business Items. Items of "Old Business" will not be scheduled to include public comment. However, should **a majority** of members of the **Subcommittee** request an opportunity for public comment on an old business item then the Chair will recognize any individual wishing to address such item, but only after each **Subcommittee** member has been afforded the opportunity to discuss the item.



II.E.5 CONFLICT OF INTEREST

Current:

It is the duty of every Committee Member to report all conflicts of interest and potential conflicts of interest to the Chairperson or Vice Chairperson as soon as they emerge, in order to be excused from voting on the matters.

Revision:

It is the duty of every **Subcommittee** Member to report all conflicts of interest and potential conflicts of interest to the Chairperson **(**or Vice Chairperson**) and Clerk** as soon as they emerge, in order to be excused from voting on the matters.

II.E.7 QUORUM

Current:

A quorum shall be two (2) members of the Committee. A member who has withdrawn from a meeting without being excused by a majority vote of the remaining members shall be counted as present for purposes of determining whether or not a quorum is present.

Revision:

A quorum shall be **a majority** of the **Subcommittee**. A member who has withdrawn from a meeting without being excused by a majority vote of the remaining members shall be counted as present for purposes of determining whether or not a quorum is present.

II.G.1.r ACTION BY THE SUBCOMMITTEE

Addition:

Duty to Vote. Once a meeting has been convened, every member, including the Chairperson, must vote unless excused by a majority vote of those members present. A member who wishes to be excused from voting shall so inform the Chairperson, who shall take a vote of the remaining members. The Subcommittee shall excuse a member from voting and participating in any matter in which such a member has an impermissible conflict of interest or whose participation would otherwise violate any party's constitutional rights to an impartial decision maker. Impermissible conflicts include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change; undisclosed *ex parte* communications; a close familial, business, or other associational relationship with an affected person; or a financial interest in the outcome of the matter.

SUBCOMMITTEE AUTHORITY REVISIONS TO AFFORDABLE HOUSING SERVICES PROGRAM GUIDELINES

AHSP GUIDELINES REVISIONS

Discussion today with action to recommend modification to the Board at the May 6, 2025 Meeting

Reasons for Revisions

1. Reflect official name of the body as “Affordable Housing Subcommittee” per the original February 2019 Board action to establish the body
2. Reflect the change in authority based on the change in the composition of the body to include two (2) resident members in addition to the three (3) Commissioner members

CURRENT AHSP GUIDELINES

Committee Authority:

III. ADMINISTRATION

The Affordable Housing Committee (the Committee) may review AHSP applications and make recommendations regarding funding allocations to the Board of Commissioners. The Committee may recommend AHSP contract terms, including loan interest rates and loan deferral, to the Community Development (CD) Division.

The Committee is authorized to:

- Finalize loan interest rates and deferral of loan terms.

REVISED AHSP GUIDELINES

Subcommittee Authority:

III. ADMINISTRATION

The Affordable Housing Subcommittee (the Subcommittee) may review AHSP applications and make recommendations regarding funding allocations including contract terms, loan interest rates and loan deferral to the Board of Commissioners.

POINT-IN-TIME COUNT: JANUARY 2025

POINT-IN-TIME COUNT OVERVIEW

- Federally required every 2 years within the last 10 days of January
  - Conducted annually in Asheville-Buncombe CoC
- Census of people who meet Federal definition of literal homelessness (person in emergency shelters, transitional housing, or unsheltered)
- Covers Full Continuum of Care (Buncombe County and its municipalities)
- 2025 Asheville Buncombe PIT Count:
  - 1/28 and 1/29 (street count, expanded service locations, encampment outreach)
  - FEMA TSA aggregate data required in PIT Count report for HUD
  - Managed by City Staff and conducted by providers and volunteers

POINT-IN-TIME COUNT RESULTS

	2024	2025
Emergency Shelter	270	**270**
Transitional Housing*	250	**157**
Unsheltered**	219	**328**
Total	739	**755**
FEMA TSA	--	**1548**
Total including TSA	--	**2303**

*Loss of transitional housing capacity due to VRQ flooding

**116 (35%) reported experiencing unsheltered homelessness because of Tropical Storm Helene.

RACE & ETHNICITY

American Indian, Alaska Native, Or Indigenous	16	2.1%
American Indian, Alaska Native, or Indigenous and Hispanic/Latinx	2	.3%
Asian or Asian American (only)	4	.5%
Black, African American, or African (only)	133	17.6%
Black, African American or African & Hispanic/Latinx	3	.4%
Hispanic/Latinx (only)	12	1.6%
Native Hawaiian or Pacific Islander (only)	4	.5%
White (only)	514	68.1%
White and Hispanic/Latinx	13	1.7%
Multi-Racial & Hispanic/Latinx	2	.3%
Multi-Racial (all other)	22	2.9%
Total	**725***	**96%**

*Data not available/not provided by 30 respondents.

DEMOGRAPHIC CHARACTERISTICS

Gender

Woman/Girl	240	31.8%
Man/Boy	497	65.8%
Culturally Specific Identity	1	.1%
Transgender	0	0%
Non-Binary	0	0%
Multiple Gender	4	.5%
Total	**742***	**98.2%**

*Data not available/not provided by 13 respondents.

Age

Under 18	23	3%
18-24	19	2.5%
25-34	141	18.7%
35-44	186	24.6%
45-54	145	19.2%
55-64	165	21.9%
65 and older	71	9.4%
Total	**750***	**99.3%**

*Data not available/not provided by 5 respondents.

COMMITTEE NEXT STEPS

Date	Update, Discussion, & Actionable Items
May 6	**Updates:** Quarterly Reports **Action Item:** Bylaws & AHSP Guidelines Revisions
June 3	**Presentation:** County Affordable Housing Efforts and Funding Across Multiple Departments
July 1	**Cancellation TBD**

ANNOUNCEMENTS



ADJORN