# MINUTES

## CITY COUNCIL HOUSING COMMITTEE

**Tuesday, July 8, 2025 – 3:45 PM**
City Hall Council Chambers

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| Members Present: | Pamela Holder, Chair, City Council Member<br>Aaron Baker, Vice Chair, City Council Member<br>Mayor Maureen Copelof, Ex-Officio |
| Members Absent: | Victor Foster, Citizen Member |
| Staff Present: | Emily Brewer, Senior Planner<br>Paul Ray, Planning Director<br>Dean Luebbe, Assistant City Manager/Finance Director<br>Selena Coffey, Assistant to the City Manager |
| Guests: | Harvey Sankey, Dave Bradley (*Transylvania Times*) |

**A. Welcome and Call to Order**

Chairwoman Pamela Holder welcomed everyone and called the meeting to order at 3:475pm.

**B. Certification of Quorum**

Assistant to City Manager Selena Coffey certified a quorum.

**C. Approval of Agenda**

Mr. Baker made the motion to approve the agenda, seconded by Ms. Holder. The motion carried unanimously.

**D. Approval of Minutes**

Ms. Holder made the motion to approve the June 10, 2025 meeting minutes and the motion was seconded by Mr. Baker. The motion carried unanimously.

**E. Update - Adding Tax Relief to Housing Trust Fund Eligible Expenses**

Ms. Brewer presented her findings from research on the provision of tax relief to eligible city residents. She had identified four jurisdictions that currently provide this

type of program. Ms. Brewer's research identified Chatham County, Durham County, Orange County, and Greensboro and provided the following information:

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***Chatham County Low Income Tax Relief Program (TRP):***

*Chatham County offers up to $500 of property tax assistance to eligible residents.*

***Eligibility:***

- *Residency: Applicant must be a resident of Chatham County.*
- *Homeownership: Applicant must have owned and resided in their home for at least 5 years. This must be the applicant's primary residence.*
- *Property Taxes: Applicant must be current on all property taxes. This program cannot be used if they have unpaid or delinquent property taxes.*
- *Income: Household earned income must be at or below 60% of the Average Median Income (AMI) for Chatham County.*

***Award Amount:***

- *Cannot exceed 50% of the current year's tax bill, or up to $500.*

***Administration:***

- *Administered through Tax Department and the Housing Department*
- *Annual program*

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***Durham County Low-Income Homeowners Relief Program (LIHR):***

*Durham County will provide property tax assistance on current taxes for eligible homeowners.*

***Eligibility:***

- *Residency: Applicant must be a resident of Durham County.*
- *Homeownership: Applicant must have owned and resided in their home as a primary residence for at least 5 years.*
- *Property Taxes: Applicant must be current on all property taxes. This program cannot be used if they have unpaid or delinquent property taxes.*
- *Other Assistance: Residents must not receive other state tax assistance (such as Homestead Exclusion).*
- *Income: Household income must be at or below 80% of the Average Median Income (AMI) for Durham County.*

***Award Amount:***

*Tax Office and the Finance Department*

- *Applications accepted August to November*
- *Payments are sent directly to Orange County Tax Office in late December*
- *If eligible residents have already paid their annual property taxes, they will receive reimbursement from the Orange County Tax Office*

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***Greensboro Low-Income Homeowner Assistance Program:***

*The City of Greensboro will provide funding for the difference between 2021 City tax bill and 2024 property tax bill because of the Guilford County property revaluation.*

***Eligibility:***

- *Baseline:*
  - *Property tax bill increased by at least $50 as a result of the property revaluation.*
  - *Program applies only to single-family residential properties (including townhouses and condos) but excludes property tax on vehicles or homes held with a title vs. a deed.*
  - *Applicant must have been the person who paid the taxes.*
  - *There can be no outstanding liens, assessments, or delinquent taxes on the home owed to the City of Greensboro.*
- *Residency: Home must be located within Greensboro's city limits.*
- *Homeownership: Residents must have owned and lived in their home as a primary residence for at least 3 years.*
- *Property Value Limit: Home's total property tax value must have been less than $250,000.*
- *Income: Households income must be at or below 80% Area Median Income (AMI) for Guilford County.*
- *Other Assistance: Applicant could not have also received assistance from Guilford County tax assistance programs.*

***Award Amount:***

- *The homeowner is eligible for funding equal to the difference in property tax bill. There is no cap on funding amounts.*

***Administration:***

- *The program was started after the 2023 property revaluation but is now annual.*
- *Funding is distributed as a reimbursement check.*
- *Program runs from July through October for the previous year's taxes.*

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The committee had extensive discussion about the benefits of these types of programs. Ms. Holder suggested the possibility of partnering with Sharing House locally to administer a program or assist the city with administering the program. Mr. Baker suggested moving forward with speaking with Sharing House and Ms. Holder agreed to

- *Award amount is based upon a 3-tiered income model determined by the taxpayer's AMI (program closed and details are unavailable - reached out for more information)*

***Administration:***

- *Administered through Department of Social Services*
- *Payments are sent directly to Durham County Tax Office.*
- *If eligible residents have already paid their annual property taxes, they will receive reimbursement from the Durham County Tax Office*
- *Annual program (began in 2021)*

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***Orange County Longtime Homeowners Assistance Program (LHA):***

*Orange County will provide property tax assistance on current taxes for eligible homeowners.*

***Eligibility:***

- *Residency: Applicant must be a resident of Orange County.*
- *Homeownership: Applicant must have owned and lived in their home as primary residence for at least 5 years.*
- *Income: Households income must be at or below 80% Area Median Income (AMI) for Orange County.*
- *Property Value Limits: Residents must own a home valued below the set property value limits.*
    - *The program home value limits are equivalent to the HOME Homeownership Limits set by HUD.*
    - *Staff might be able to make exceptions to property value limits if:*
        - *Someone 70 or older lives in your household.*
        - *Someone in your household has a documented disability, as defined by the HUD.*

***Award Amount:***

- *Assistance may, but is not guaranteed to, cover the entire Orange County portion of your property tax bill (program closed and details are unavailable - reached out for more information)*
- *Orange County works with cities within their jurisdiction to expand the program to cover a portion of City taxes as well.*
    - *In FY 2024-2025, the Town of Chapel Hill provided almost $100,000 in city property tax assistance to 132 low-income homeowners as part of the program.*

***Administration:***

- *Administered through Housing Department in collaboration with the*

make a contact with them to discuss the potential program. Ms. Copelof felt that it is important for the city to go ahead and begin putting money toward the program beginning next fiscal year.

Based on input from the committee, Ms. Brewer noted components of this type of program that the committee was interested in including in a draft program for the city. She plans on bringing a draft program before the committee at an upcoming meeting.

**F. Public Comment**

Mr. Sankey commented that he likes the idea of this type of program and the idea of collaborating with the Sharing House.

**G. Next Meeting Date**

The next meeting of the committee was scheduled for August 12, 2025 at 3:45pm.

**H. Adjourn**

Mr. Baker made a motion to adjourn. Ms. Holder seconded the motion and the motion was adjourned at 4:58pm.

Minutes Approved: August 12, 2025

Pamela Holder, Chair, Council Member
Aaron Baker, Vice Chair, Council Member

Selena D. Coffey
Assistant to the City Manager