



# AFFORDABLE HOUSING TASK FORCE

## MEETING MINUTES

**SEPTEMBER 30, 2024**

Members Present: Chairman Elmo Vance, Council Member Demian Dellinger, Ralph Carson, Jeffery Swain, Katie de Cardenas, Rev. Dr. Jeffrey Robinson, Assistant Town Manager John Hodges and Town Manager Jodi Miller

Town Staff Present: Town Attorney Terri Jones, Planning Director Jeff Triezenberg, Communication Director Rick Mercier

Special Guest: Marla Newman, Town of Apex Director of Community Development and Neighborhood Connections

The Task Force members reviewed and approved the minutes from the August 26<sup>th</sup> meeting.

Assistant Manager Hodges noted the first half of the meetings will be used to hear from partner organizations. Mr. Hodges welcomed Marla Newman, Town of Apex Director of Community Development and Neighborhood Connections.

Ms. Newman provided an overview of the Community Development and Neighborhood Connections departmental mission, vision and values. She further discussed how and why the department was created and the main functions of the department, such as overseeing the AskApex call center, furthering community engagement efforts and implementing housing strategies and programs. Additionally, Ms. Newman explained how funds are allocated to address housing needs throughout the community. She talked about the ApexCares program and its aim to help renters and homeowners with repairs as well as other initiatives such as connecting community members to supportive services and investments in new affordable housing developments. Ms. Newman highlighted the Data Dashboard, updates to the website and updates to the Housing Plan. She also mentioned the current efforts of the Town to acquire property and solicit developers, which spurred discussion about incentive-based zoning and how it can be utilized in more comprehensive and standardized way.

Subcommittee reports and updates were provided. Jeffrey Swain, on the Terms and Definitions subcommittee, reported that the draft terms and definitions shared in an earlier meeting had remained unchanged except for a minor revision. Mr. Swain reported that he utilized and compiled multiple sources of information to determine key definitions. Mr. Swain reviewed key term definitions and clarified which area encompasses the Metropolitan Statistical Area (MSA). Task members discussed which terms could be used and how the terms should be defined and applied, particularly “workforce housing.”



The next subcommittee to report was Best Practices and Policies. Mr. Dellinger presented an overview of the methodology and data used to analyze different community efforts to address affordable housing. He provided a summary of how the data has been collected, organized and ranked. Ms. de Cardenas presented observations of the data that has been compiled. Mr. Dellinger explained how municipalities have been rated based upon the data collected. He also touched on the various polices, practices and programs being utilized in different jurisdictions as well as how communities are addressing housing security. Mr. Dellinger stated the goals for the subcommittee in October will be updating the matrix and revising profiles, presenting implementation and oversight models, as well as partnership and community outreach options.

Manager Miller summarized the next steps for the Task Force. The next meeting is set for October 28<sup>th</sup> and will include Rebuilding Together as a partner presenter. The information presented from the Polices and Best Practices subcommittee will be sent out along with draft terms and conditions. Chair Vance noted that the Task Force will also aim to update Town Council with a status report of the work done thus far.

Meeting adjourned at 5:49pm.