

**Affordable Housing Implementation Committee Meeting Minutes**  
**August 7, 2025**  
**Housing & Neighborhood Services Department**  
**In-Person Meeting**

**Committee Members Present:** Cornell Richards, Courtney James, Howard Burchette, Humberto Trejo, Jennifer Wright, Lea Efird Green, Lisa Brown, Prince Rivers, Shannon Judd, Venice Sanders

**Committee Members Absent:** Glenda Ange, Gonzalo Arriagada, Thomas O'Rourke

**Excused Absence:** Tavion Hill

**City of Durham Staff:** Karmisha Wallace, Matthew Walker, Michael Pullum, Marshall Troublefield

**Durham Housing Authority:** Karen Lado

**Moss & Ross:** Susan Ross

**UMCNC:** Renee Jones, Brandt Smith, Denise Barnes

- I. Call to Order**  
The meeting was called to order by Co-Chair Courtney James at 6:00 p.m. All present were asked to introduce themselves.
- II. Welcome /Roll Call**  
The staff clerk took attendance during the roll call.
- III. Review Agenda and Ground Rules**  
Co-Chair Courtney James reviewed the agenda for the meeting.
- IV. Approval of Minutes**  
Approval of May 1, 2025, minutes.
- V. UMCNC Update**  
Renee Jones, project lead with United Minority Contractors of North Carolina (UMCNC) started off introducing herself and the members of UMCNC present. The presentation included updates about the work done with outreach, education, and technical assistance for small businesses in the community and surrounding areas. UMCNC offers 1:1 training on various topics for the Minority Owned Business Enterprises (MBE) to make sure they can meet the risk management requirements of any of the general contractors they are working with. UMCNC is committed to about \$55,000,000 in new construction projects within Forever Home Durham. They make sure the small business listed on the

developer report to the City has received funds. About \$23,000,000 has been confirmed with payment.

**(Q) Karmisha:** Are we experiencing any challenges with identifying or recruiting small businesses to contribute or participate with this work?

**(A) Renee:** We are on track with meeting our goal. The goal for the City is 11 MBE and 7 WBE (Women Owned Business Enterprises).

**(Q) Susan:** How does the 11 number and 7 number relate to the \$55 million and \$23 million?

**(A) Renee:** The 11 number is overall total of addressable spin of all the projects. We have spent 11% with minority firms and at least 7% with women owned properties. This is a changing metric because as new projects are added the addressable spin changes.

**(Q) Karmisha:** Where are we in relation to the 11 and 7 numbers?

**(A) Renee:** We are at 14 and 8.

**(Q) Karmisha:** So, have we surpassed our goal?

**(A) Renee:** No, because we haven't finished tracking goals. If we stop tracking the projects right now, we will have exceeded the goal. But there are other projects to put into the mix.

**(Q) Prince:** Does the current political environment threaten this work?

**(A) Renee:** No, because the work is already under contract. If the legislation goes away, it will affect future work. There are several pieces of legislature out there to do away with the hub office as well as General Statute 142 and 128. This information assists women business owners and disabled business owners.

## **VI. Durham Housing Authority (DHA) Updates**

Karen Lado started her presentation by thanking UMCNC and to City of Durham for being able to utilize services with UMCNC. It has been challenging to stay on top of things without having the dedicated resources like Renee and her team. They ensure that our general contractors are doing what they are supposed to be doing while holding the hands of the minority businesses to get them over bumps along the way. The presentation went over the City's investment through the bond funds with DHA. The Durham Downtown and Neighborhood Plan (DDNP) looked at redeveloping 7 properties/sites in central Durham. Five are owned by DHA and 2 owned by the City. Updates were given on all projects within the DDNP such as JJ Henderson, Commerce Street, Dillard Street, Liberty Street, 519 E Main Street, and The Vanguard. All the mentioned names are only placeholders. The Vanguard is scheduled for a ribbon cutting on September 9, 2025.

## **VII. Housing & Neighborhood Services Updates**

Assistant City Manager Karmisha Wallace opened by having all City staff introduce themselves. Changes from Community Development to Housing & Neighborhood Services were also shared. Matthew Walker & Michael Pullum gave a presentation about the Affordable Housing Investment Plan. The plan discussed addressing the shortage with the Affordable Housing Referendum Bond from 2019. Matthew's team (Multifamily Rental) is working with Durham Housing Authority to develop tax credit projects. Michael's team (Neighborhood Stabilization) activity includes Down Payment

Assistance, rental preservation, home repair, property tax outreach, employment training and eviction diversion. All these projects together are called Forever Home Durham. Each project uses funds from CDBG, HOME, and Dedicated Housing Funds, and each has its own rules.

DHA had a big portion of the \$95 million. The goal for Housing & Neighborhood Services is to create new affordable units, preserve units, work with homeless households, create affordable home ownership opportunities, and stabilize low-income renters. To keep the flow going the department broke it up into Homeownership and Rental. Under Rental if low-income housing tax credit (LIHTC) developers are targeted, goals are met better. LIHTC allows developers to leverage those funds. It is more expensive to work with smaller nonprofits as they don't typically do LIHTC projects. They are mission driven instead and work with certain populations. One million dollars was allocated to Durham Community Land Trustees (DCLT) for a project called Eastpointe Two for renovation. That project will yield 10 rental units when finished. With the Eviction Diversion Program about \$2.5 - \$3 million has been spent. That program is designed to keep renters in their rental units. There is a \$750,000 new contract with North Carolina Legal Aid. This new contract includes legal assistance mediation and tenant education.

The Down Payment Assistance (DPA) Program is designed to help first time homebuyers to afford to become homeowners. As of today, we are serving 25 households in the program and have 3 new applications pending for approval. \$80,000 is provided in subsidy. The City is also working with Habitat for Humanity on a project called Beamon Street. The site plan has not been completed at this time. The City owns various pieces of land, this is known as Surplus Vacant Lots. Although all the land is not buildable, the concept is to use land wherever it's available. We work with our General Services Department to see what parcels could possibly be used for affordable housing. Those parcels are placed in an RFP (Request for Proposal) and nonprofits are allowed to apply for funding. We started with 2 vacant lots with this pilot and now have a total of 13 lots which have been awarded to Habitat, DCLT, and Black Lamb.

Michael shared that an RFP for \$1.7 million for minor repair and Habitat was the recipient. There are 103 units anticipated to be repaired. The purpose of minor repair and substantial rehab is to keep aging populations in their homes. Matthew shared information on the Accessory Dwelling Unit (ADU) Pilot Program and all interests in it. ADU's are rented to low-income renters but it is not a wealth building program. Matthew also shared a list of projects going on such as Dillard St, Trails at Twin Lakes, Fayette Place, Forest Hill Heights, and Mosaic Durham Tech. Funds were received from the American Rescue Plan Act (ARPA) for Cedar Trace, McKissick Square, and Sandy Ridge Station.

**(Q) Courtney:** In terms of keeping aging populations in their homes. Are there any efforts in education on predatory buyers?

**(A) Michael:** We don't currently have that, but it has been in discussion. We realize that it is an issue for our elderly being bombarded every day with flyers in mailboxes, people

calling, and even stopping by their homes. We are aware of this issue and are considering using trusted sources like churches to be effective.

**(Q) Courtney:** There are a lot of private banks that have amazing programs that can associate with the Down Payment Assistance Program. Are you aware of those programs?

**(A) Michael:** We have a list of approved lenders. However, we do offer the opportunity for any lender to participate in the program once paperwork is filled out and approved. Once approved we do not have an open or closed application period. One can go through the lender of their choice and once that lender is approved, they then can take applications on behalf of the city's down payment assistance.

### **VIII. Public Comments**

There were no public comments.

### **IX. Wrap-Up/Adjournment**

The meeting adjourned at 7:32 p.m.