



City of Hampton

22 Lincoln Street
Hampton, VA 23669
www.hampton.gov

Council Approved Minutes - Final City Council Work Session

Mayor Donnie R. Tuck
Vice Mayor Jimmy Gray
Councilmember Chris L. Bowman
Councilmember Steven L. Brown
Councilmember Hope L. Harper
Councilmember Billy Hobbs
Councilmember Martha Mugler

STAFF: Mary Bunting, City Manager
Cheran Cordell Ivery, City Attorney
Katherine K. Glass, CMC, Clerk of Council

Wednesday, October 11, 2023

1:00 PM

Council Chambers

CALL TO ORDER

Vice Mayor Gray called the meeting to order at 1 p.m. All members of the City Council were present except for Mayor Tuck who was attending another City function. Vice Mayor Gray indicated that the Mayor would later be joining the work session.

Present 6 - Councilmember Chris L. Bowman, Councilmember Steven L. Brown, Vice Mayor Jimmy Gray, Councilmember Hope L. Harper, Councilmember Billy Hobbs, and Councilmember Martha Mugler

Excused 1 - Mayor Donnie R. Tuck

JIMMY GRAY PRESIDED

AGENDA

1. [23-0299](#) Housing Repair Programs Update

Attachments: [Presentation](#)

For the benefit of the public, City Manager Mary Bunting summarized recent events related to the Housing Repair Programs. She explained that the Community Development Department (CDD) and the Hampton Redevelopment and Housing Authority (HRHA) have been working on housing repair programs since May. In addition, Council allocated \$2 million of American Rescue Plan Act (ARPA) funds to deal with the backlog of housing needs for lower income, elderly and disabled individuals. Council also encouraged staff to consider what could be done about the challenges associated with moving the funds faster. Ms. Bunting announced that

today's presentation will provide an update on the proposal to expedite the process and also on what has been accomplished since the CDD and HRHA began their work in May.

Ms. Bunting introduced Housing and Neighborhood Division Manager Jonathan McBride to make the presentation. Also participating in the presentation were Yvonne Hodges, HRHA Development Director, and Sherri Payton, HRHA Housing Programs Manager.

Mr. McBride summarized the order of the presentation and then began speaking about the work HRHA and CDD have been doing. First, he spoke about the range of housing reinvestment strategies and explained that the waitlist work being done is a piece of the larger strategy which ranges from redevelopment to accessibility. In addition, one of the challenges associated with urgent repairs is that some programs intend to be supportive, but do not have the appropriate processes in place to do the work.

Next, Mr. McBride spoke about the range of housing reinvestment funding being used to expand Hampton's housing programs. Current funding sources include Community Development Block Grant Program (CDBG) funds; HOME Program funds; and funds via the City CIP (Capital Improvement Plan).

Mr. McBride turned the floor over to Ms. Hodges and Ms. Payton to review the next group of slides. These slides included information about the current requirements in place for the Weatherization and Energy Efficiency Program (WEEP), Accessibility and HOME rehab programs; the status of the homeowner rehab waitlist; the stages of the rehab process (application intake, property inspections and rehabilitation); and the Department of Housing and Urban Development (HUD) Program requirements.

Mr. McBride returned to the podium to speak about the critical repair fast-track process. This process addresses hazardous health and safety conditions; completes projects in the shortest time possible; provides relief for homeowners; and improves housing stability.

Ms. Hodges and Ms. Payton returned to the podium to share the proposed critical repair fast-track process and other recommendations moving forward. The fast-track process approach proposes to utilize less restricted City funds to expedite the process and minimize other requirements; establish critical repair standards; focus on single-system needs (such as HVAC, plumbing and electrical systems) utilizing single-point contractors versus general contractors; and overlap with broader grant processes. In addition, the proposed rehab process proposes to

reduce project time from 24-26 weeks to three-five weeks, providing no permitting needs to be done.

Mr. McBride commented a bit about the rehab process and reiterated that this proposes a great opportunity for a quicker turnaround time for these projects.

Ms. Hodges noted that this application process would be similar to what was done with the Driveway Grant Program which was tailored with less documentation that was required because it used City funds and did not require the detail that HUD required.

Mr. McBride added that with this application process, the hope is if someone needed extra work, home rehab, or the Weatherization Program, they would already have that foundation laid and their critical needs would be addressed up front. For example, an individual would be able to have a working HVAC system while waiting for other repairs which may take longer.

Mr. McBride shared the next steps moving forward with the proposed process. HRHA will finalize the expedited process and procedures and put them in a simplified document; staff will procure on-call contractors for single systems; HRHA rehab specialists will cross-train with City building inspectors to ensure house stability; staff will review the waitlist for critical repair needs; and applications of shortlisted critical repairs will begin to be processed.

Mr. McBride shared that the goal is to get contractors in place by the end of this year to start initializing the fast-track process, assuming no additional guidance is received today and Council supports the effort moving forward. He then opened the floor for questions and guidance from Council.

Mr. McBride, Ms. Hodges and Ms. Payton provided the following information in response to Councilman Brown. Staff will return to Council with the amount of funding used of the \$2 million allotted to this program to reduce the waitlist as that information was not on hand at the meeting. HUD provides homeownership value limits each year based on various neighborhoods in the City. Last year's limit was approximately \$243,000 for a single-family home. That number may have increased to \$263,000 this year, but that information will need to be confirmed. Seventeen projects have been completed since the last information was reported.

Mr. McBride, Ms. Hodges and Ms. Payton provided the following information in response to Vice Mayor Gray. The HOME budget has two pots of rehab funds. Acquisition rehab funds are used when the Housing Authority purchases homes, rehabs them and puts them back on the market. There are also other funds

designated for homeowner rehab. The lien on properties is not intended to discourage people from participating in the program, instead, it is to discourage investors from using grant money (meant for residents) to rehab and flip their homes. There is cost savings when single-service contractors are used because general contractors tend to mark up costs when they are required to hire single-service contractors to do a job for them. HRHA is in the process of verifying application information for the 31 remaining applicants.

Ms. Payton shared a success story about a family that was able to receive great improvements to their home through this program.

Vice Mayor Gray encouraged staff to return to Council with more success stories and include visual aids which depict improvements that have been made to homes in our community.

Councilwoman Mugler commended staff on the progress thus far and asked about the 158 remaining inquiries on the waitlist.

Ms. Payton shared that the next call up sessions are scheduled for December 5th and March 8th for those individuals to apply for the process. She also briefly spoke about HRHA's work to address as many urgent needs as quickly as possible. In addition, HRHA has received four final payment check requests for four more projects that will be marked complete as soon as the paperwork has been processed.

Councilwoman Mugler also asked about the overlap with the broader grant process.

Mr. McBride shared an example of a property in need of multiple repairs, and how, in some cases, applicants receive some work through the fast-track process (such as HVAC work) and also receive other repairs such as window and siding work through other programs to complete the project. This is an example of an overlap.

Councilwoman Harper asked if state agencies offer additional funding so that applicants can receive enough funds to do complete projects.

Mr. McBride explained that the state has a set of HUD funds that are administered to non-entitlement communities. Hampton is considered an entitlement community, so it receives funding every year; whereas, a county would have to apply for those funds. In addition, Hampton has programs like the Lead Abatement Program that the state is doing for a new construction or rehab of an acquisition. He continued saying that HRHA is looking into other opportunities that HUD is offering, for example, opportunities for senior citizens. He assured everyone that staff

continuously checks into other funding opportunities. With regard to Virginia Housing in Richmond, those funds are managed for non-entitlement communities.

Mayor Tuck opened the floor for additional questions and comments. No further discussion took place.

Ms. Bunting noted that staff will take today's conversation to mean that Council is fine with staff moving forward with a fast forward approach leading to the goal of helping more people faster, particularly as the winter months approach us.

Present 7 - Councilmember Chris L. Bowman, Councilmember Steven L. Brown, Vice Mayor Jimmy Gray, Councilmember Hope L. Harper, Councilmember Billy Hobbs, Councilmember Martha Mugler, and Mayor Donnie R. Tuck

REGIONAL ISSUES

No reports were given on regional issues.

NEW BUSINESS

There were no items of new business.

CLOSED SESSION

2. [23-0301](#) Closed session pursuant to Virginia Code §§ 2.2-3711 A (.1) and (.3), to discuss the performance of the City Manager, City Attorney, and the City Clerk; to discuss appointments as listed on the agenda; and to discuss the acquisition of property in the Downtown area of the City where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the City.

A motion was made by Councilmember Martha Mugler and seconded by Councilmember Hope Harper, that this Closed Session - Motion be approved. The motion carried by the following vote:

Aye: 7 - Councilmember Bowman, Councilmember Brown, Vice Mayor Gray, Councilmember Harper, Councilmember Hobbs, Councilmember Mugler and Mayor Tuck

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3. [23-0198](#) Consideration of Appointments to a Hampton VA 250 Committee

CERTIFICATION

4. [23-0302](#) Resolution Certifying Closed Session

A motion was made by Councilmember Billy Hobbs and seconded by Councilmember Steven Brown, that this Closed Session - Certification be approved. The motion carried by the following vote:

Aye: 7 - Councilmember Bowman, Councilmember Brown, Vice Mayor Gray, Councilmember Harper, Councilmember Hobbs, Councilmember Mugler and Mayor Tuck

ADJOURNMENT

Prior to adjourning, the City Manager reminded the members of Council that the Peninsula Town Center items for public hearing tonight will be held together and require separate votes. The meeting adjourned at 3:26 p.m.

Contact Info:

Clerk of Council, 757-727-6315, council@hampton.gov

Donnie R. Tuck
Mayor

Katherine K. Glass, CMC
Clerk of Council

Date approved by Council _____

