

HOUSING ADVISORY COMMITTEE

Meeting Notes

Basement Conference Room City Hall

June 19, 2008

12:00 pm

Present:

Ron White
Charlie Armstrong
Peter Loach
Kathy Galvin
Overton McGehee
Chris Murray
Dave Norris
Cheri Lewis
Edith Goode

Staff

Melissa Celi

Introductions—guest/visitors: None

Update from the Chair: Discussion of rotating the position of chair. For next meeting members should think of possible new chairs or reappointment of Mr. Armstrong. Discussion if appointment should coincide with fiscal or calendar year. There needs to be a policy for rotation. Led to general discussion of the whether or not the HAC is temporary or permanent. Mr. Norris suggested recommending that Council makes the HAC a permanent fixed term committee with regular policies, procedures and reports to Council. Some of the member positions appointed by Council are currently empty (ie. Banker and CARR Representative). Council needs to appoint new members and add others like School Board. Discussion of non-profit members at large status and whether they should be voting members. For next month's agenda there needs to be a discussion regarding procedural house cleaning issues.

Update from Staff: Ms. Celi provided forms for the new 211 system for housing service providers to fill out. 211 is a free number citizens in need can call to learn about service providers (such as housing) in their area.

Discussion of Sub-Committee Findings:

- Define Affordability:** Has not yet met. Overton to organize a meeting. Joy is still the subcommittee chair. Later in the meeting it was suggested that the subcommittee also look at define when a project is affordable, how to ensure the sustainability of a affordable project, and how to determine what is the need for affordability in the community.

- **Housing Information Distribution:** Mr. Norris spoke on behalf of the subcommittee. Subcommittee came up with five proposals on how to distribute information on housing and services.
 1. Create Housing Assistance Office (possibly co-located with First Street Church Project or PHA) to connect people with housing resources, pre-screen/pre-certify potential tenants, refer people for credit/personal finance assistance. Target renters.
 2. Create an HAC website with information on HAC, available housing programs, upcoming news and events, and information on housing needs in the community.
 3. Create a document/brochure regarding rights and responsibilities of tenants, information on available programs, map of housing communities with contact information, etc.
 4. Make the HAC a permanent standing committee with fixed terms and regular reports to Council
 5. Develop proactive strategy for public education and policy maker education regarding housing needs and opportunities in the community.

Discussion on how often HAC should report to Council— twice a year, quarterly, ad hoc? Worry that if ad hoc may fall off the radar. Maybe instead of a report it is more an update with anecdotes from the housing world. Or should the reports/updates only focus on the direct work of the HAC? Ms. Celii to talk to Kristel Riddervold from sustainability committee to see how they report to Council and frequency.

Discussion of the Housing Assistance Office and whether it should include homeowners as opposed to just renters. Should it be tied to any non-profit? The idea from the subcommittee was that it would serve as a referral center and not a service provider. Would require some funding for a staff person. This staff person could also help staff the HAC or become a Housing Planner.

- **Incentives for private sector:** Mr. Armstrong spoke on behalf of the subcommittee. He reported on five fundamental conditions needed for affordable housing:
 - low cost land
 - expedited review process
 - clear design standards and expectations
 - clear public policy objectives both from a socio-economic and neighborhood geography standpoint
 - establish walk-able, mixed income and mixed use (both vertical and horizon) projects as the norm

Mr. Armstrong also discussed 10 possible planning and design tools for implementing the fundamental conditions (refer to subcommittee meeting notes from 5/20/08). Discussion followed about the need to either phase or pare down the tools used. Suggested that these issues be discussed more in-depth at another meeting. There was worry that these tools may affect or require policy and zoning changes. Discussion on how to make these tools into actual policies. It was recommended that increased density be added as a fundamental condition. Mr. Armstrong clarified that the tools were not meant to be

requirements for developers, but incentives to help them want to build affordable units. Discussion about need to include text on parking and transit possibilities as an incentive.

- **Criteria for funding:** Ms. Celii spoke on behalf of this sub-committee. She reported that the committee took the recommendations from last fiscal year but added text for including the rental population. The committee also came up with a more streamlined and user friendly application for funding. Lastly the committee talked about funding for the next few years. It was decided that for this year, the criteria for funding will remain vague as far as specific projects or outcomes. It will then start thinking about specific projects or outcomes that the HAC would like to see and recommend only those specific projects or outcomes be funded in future fiscal years.

Discussion about the requirement that funds only go to City residents because of issues such as homelessness or recent release from prison makes it hard to have established City residency for more than 12 months. It was suggested that a lot of these issues are bigger than the HAC and need future discussions.

Discussion was held about how the HAC should transition from reactionary to specific goals that the HAC wants to see. Need to begin to plan and decide what the HAC wants to do and see now otherwise the HAC will continue to keep this as-is and reactionary response. The HAC needs to set priorities and phases; decide what to do and what to do first.

Mr. McGehee moved to propose the criteria recommendations to Council for the FY 08-09 housing fund as submitted. No seconds on the motion.

The criteria sub-committee will bring a draft RFP to the next meeting.

Other business: Due to the large volume of issues raised by the sub-committee reports it was decided the HAC will meet twice in July. The next meeting will be **Thursday July 17, 2008 at 12:00 pm** with another meeting occurring at **Thursday July 31, 2008 at 12:00 pm**. The sub-committees are to meet again before the July 17, 2008 meeting.