

**HOUSING ADVISORY COMMITTEE**  
DRAFT Minutes  
Basement Conference Room City Hall  
March 17, 2010  
12:00 pm

Members Present

Charlie Armstrong, Co-Chair  
Kathy Galvin  
Tony Waterfield  
Satyendra Huja  
Richard Spurzem  
Sasha Farmer  
Chris Murray  
Peter Loach  
Randy Bickers  
Susan Pleiss  
Karen Waters  
Jennifer Jacobs  
Joy Johnson

Members Absent

Dan Rosensweig  
Art Lichtenberger  
Reed Banks  
Ryan Jacoby

Non-Voting Members Absent

Ron White  
Vicki Hawes

Staff

Kathy McHugh  
Melissa Celli  
Nick Rogers

Others

Marnie Allen  
Edith Good  
Paul Vaughan  
Paul Beyer  
Dave Norris

The meeting began promptly at noon with pizza provided for those in attendance.

**Welcome:** Charlie Armstrong welcomed everyone and explained that Art Lichtenberger was unable to attend due to a work related issue.

Mr. Armstrong then asked everyone to review the minutes and to advise of any necessary changes. With no further comments/discussion, the minutes were approved by unanimous vote.

**Updates from the Chair:** Charlie Armstrong discussed the direction of the HAC and stated that he thinks that there needs to be a focus on the main charge from the City Council. Specifically, Mr. Armstrong stated that he does not want the group to be spread too thin and that while it is important not to create silos and to remain knowledgeable that the HAC was created to address housing and not ancillary issues. He went on to state that it would be best to focus our effort and to review progress annually. Mr. Armstrong then read the charge as dictated by the City Council to those in attendance.

A discussion followed with Kathy Galvin questioning the lack of wording relative to use of the holistic approach. Councilperson Huja indicated that this is the role of the Planning Commission and not the HAC.

Ms. Galvin went on to state that she wanted to ask the City Council to review the charge because it has not been examined since it was created. Joy Johnson echoed this suggestion and stated that she is also concerned about both the lack of a holistic approach and lack of clear plans for a de-concentration of poverty.

Kathy McHugh stated that she felt the charge was so broad that the issues can be examined holistically because there is great flexibility in the general wording of the City Council charge.

Joy Johnson stated that she would like to see the staff lead the way and Karen Waters stated that she felt we should evaluate our plans based on the charge and then check with the City Council about our agenda.

Peter Loach stated that it would likely be a good idea to ask the City Council to revise the charge based on the current "2025" report by focusing on what the current role of the HAC should be and what still needs to be done in light of what has already been accomplished.

Karen Waters then stated that she would consider the prior HAC Meeting priorities (as discussed and provided in the minutes) in conjunction with those from the Council charge.

Charlie Armstrong suggested that the list and the charge be sent to the City Council for review.

Some general discussion about having large scale print outs of both (Council Charge and HAC priorities) available for the next meeting followed.

Kathy McHugh stated that the HAC work plan could help to point out the importance of poverty de-concentration during the Comprehensive Planning effort.

Peter Loach stated that we need to separate the critical issues versus the charge issues and Karen Waters stated that we need to do some internal work / brainstorming in order to refine what these issues are.

Chris Murray stated that he would like to mold the committee priorities into the charge.

Councilman Huja stated that the report sent to Council was very good.

At this point, Charlie Armstrong wanted to discuss subcommittees, but Susan Pleiss stated that we need to prioritize before we can divide.

Peter suggested that we wait until April's meeting and then have a dedicated work session to review the charge, the HAC priorities and the possibilities for subcommittees.

Kathy McHugh asked about the need for some tools (e.g. markers and large format paper to line the walls) to help the group with the work session and Karen Waters interjected something to the effect that it is *a shame that we have planners who don't know how to facilitate a meeting*. She went on to explain that she thought we needed a copy (in large scale print) of the charge and a method by which to record HAC thoughts / comments so that the group can see all the comments. Both Kathy Galvin and Susan Pleiss indicated that this is very similar to what we did in the earlier HAC meeting when the group discussed priorities.

Councilman Huja stated that the group definitely needed to refine their plans.

Charlie Armstrong then stated that he would like to see the "older" reports brought back into the mix.

Kathy Galvin stated that she wants copies of all items that go to the City Council.

#### **Updates from Staff:**

Kathy McHugh presented the new calendar format and thanked Mr. Chris Murray specifically for providing comments and the suggestion that she "follow the money" trail when considering what items were important for inclusion on the calendar. She went on to say that with as much concern as there had been about the calendar that she was disappointed about the lack of input by the group. Specifically, if something is provided in advance to the group in writing that responses should be sent in writing so that the work product and any potential issues can be more easily resolved when the group meets together.

Ms. McHugh then expressed concern regarding the earlier comment made by Ms. Waters regarding *planners inability to facilitate a meeting*. Ms. McHugh stated that she took exception to the remark and did not appreciate the comments made by Ms. Waters. Further, that the group can not have it both ways. If staff is to serve as facilitators for group

meetings then the HAC can not continue to try to micromanage work products and thus allow staff to actually have a leadership role with the group. She then noted that comments made during both this meeting and the one in February were nothing short of verbal abuse and that this needed to stop.

Additionally Ms. McHugh noted, that in order to help provide information to the group, that information collection needs to be considered in light of the importance of the data relative to the amount of time it takes to compile it. Specific reference was made to the rental snapshot (which took a full day to prepare) and the fact that the information (as it comes from BRAC and Craig's list) is highly subject to inaccuracies because the data can be reported in different ways depending on who is doing it. She suggested looking at a different way to collect information and to provide reports that are more fact based and easier to duplicate on a routine basis.

Karen Waters stated that she would still like to see the rental snapshot twice a year.

Both Chris Murray and Karen Waters stated that they liked the new calendar, but there was some concern that the "routine" meetings of Council, Planning Commission, Board of Adjustment, etc... not be placed on the calendar unless there was relevant information being presented. Kathy McHugh responded that in many cases there is no true advance notification of last minute items that might be of interest and that she did not want to be responsible for leaving something off. Ms. McHugh then mentioned that if the subcommittee structure (that she proposed) was adopted that it would provide for a data committee to be established to determine what is important and to go about identifying how and when to collect this information and that until this is decided that perhaps the calendar and rental snapshot should be temporarily discontinued.

Kathy Galvin stated that she would like to tighten up on the committee structure and Councilman Huja asked if committees were really appropriate.

There was a question about when the Planning Commission looks at the capital improvement projects budget and when the CIP is approved.

A discussion followed about the importance of having the rental snapshot information and perhaps scaling back the level of detail. There was also a question relative to which landlords in the City accept Section 8 vouchers and how we track new construction.

Chris Murray stated that we are swimming in a private market where supply affects demand and vice versa.

Councilman Huja suggested that we should look at the old annual housing reports (as prepared by Jim Tolbert) for a template.

Marnie Allen stated that we need to break down the data for the rental snapshot even further.

### **HAC Specific Actions**

Karen Waters then suggested that the HAC adopt a resolution that she prepared to be sent to the City Council as they consider the level of funding for the CHF. The proposed resolution was proposed by Karen Waters, seconded by Peter Loach and adopted by unanimous vote, with Councilman Huja abstaining.

Mayor Dave Norris suggested that since were hours away from official action that the resolution should be sent out to Council immediately. Kathy McHugh offered to send it out (see copy attached of what was sent to City Council).

### **Other Issues:**

**Nick Rogers** then presented the zoning matrix proposed revisions being planned by the Planning Commission and stated that it would be discussed at the April meeting of the Planning Commission with a public hearing in May. There was a question and answer period that included the following discussion items:

1. Will the proposed changes impact the actual zoning map or specific properties?

Answer: No, this is about which land uses will be permitted (and how) within each existing zone. The zoning map will not change, but rather this process will refine the list of allowable uses within zones.

2. Discussion of the need to involve more low income citizens.

Answer: Public notice and dissemination of information regarding all the meetings has been provided to a wide array of persons and organizations (including HAC membership). There is a need for these persons and organizations to help with the outreach to provide information to some of these targeted groups and/or to help the City to identify the need for additional meetings.

3. Discussion of the importance of the comprehensive plan and the need to communicate with CRHA residents more.

Joy Johnson stated that she would like to see more localized meetings and communication with the CRHA during the comprehensive planning process

**Possible Future Action:** Devote next HAC meeting to prioritizing concerns so that a work plan can be developed and formation of focus groups / subcommittees. Consider resolution for the Coalition for Housing Opportunity at the next meeting.

**Other Business:** None, so meeting adjourned at 1:50 pm.