

HOUSING ADVISORY COMMITTEE  
DRAFT Minutes  
Basement Conference Room City Hall  
July 20, 2011  
12:00 pm

Attendance Record	Present	Absent
<b>MEMBERS</b>		
Art Lichtenberger		X
Charlie Armstrong		X
Chris Murray		X
Dan Rosensweig	X	
Jennifer Jacobs		X
Joy Johnson	X	
Karen Waters	X	
Kathy Galvin		X
Peter Loach	X	
Randy Bickers		X
Reed Banks		X
Richard Spurzem		X
Ryan Jacoby		X
Sasha Farmer	X	
Diane Hillman		X
Kristen Szakos		X
<b>NON VOTING MEMBERS</b>		
Ron White		X
Vicki Hawes		X
<b>STAFF</b>		
Kathy McHugh	X	
Melissa Thackston		X
Alex Smith	X	
<b>OTHERS</b>		
Edith Good		X
Marnie Allen		X
Joyce Dudek – AHIP	X	
Paul Beyer		X

The meeting began at approximately 12:10 PM with lunch provided for those in attendance.

**Welcome:**

Karen Waters welcomed everyone and thanked them for coming.

**Updates from the Chair:**

Minutes were reviewed. Peter Loach then made a motion to approve and 2<sup>nd</sup> was made by Joy Johnson. Minutes from last meeting were approved by a unanimous vote.

Karen Waters announced that Westhaven Day is coming up on August 6<sup>th</sup>. She indicated that an email would be sent out about this event in case anyone wants to have a booth.

Karen Waters asked the group if they wanted to review the wiki-document for the comprehensive plan today or if they needed more time to review.

Peter Loach advised that we should not group wordsmith this document. A good draft has been put out by this subcommittee and it can be used as a basis with minor revisions.

Dan Rosensweig advised that the objective for the current comprehensive plan update is to go with something akin to a poster plan, delegating census and statistical information to appendices.

Peter Loach suggested that for the goals, information should be added about the special needs population regarding accessibility issues. He also asked, "How are we going to vote on this?"

It was suggested that perhaps people need a deadline. Karen Waters suggested a week.

Peter expressed concern that information on historic item #7 will be controversial and will be a point for discussion/concern.

Joy Johnson asked, "Where are we on this?" Kathy McHugh advised that the City will hold a series of informational / input sessions and that the environmental session is to be held first and housing input is scheduled later for November of this year.

Dan Rosensweig emphasized that he would like a healthy debate on what should be included. He went on to say that future input is unknown because we don't know what form it will take. Perhaps Karen or a representative of the HAC could represent the group at the housing session discussion.

Karen Waters stated that the comprehensive plan talks about more housing than just affordable housing and that all aspects of the housing spectrum should be included. Dan Rosensweig asked to see something that represents all typologies of houses.

Peter Loach suggested that the 2025 goal document development was rather intensive with respect to word-smithing and that this should be avoided with the comprehensive plan.

Karen Waters suggested that prior to next time that the group look at the comments to facilitate synthesizing information. She also explained that the document is already well-written and that she did not think it would take much effort to finalize.

Kathy McHugh interjected that Missy Creasy would like to see the group discuss the use of a housing icon for the purposes of the poster plan and various other graphical information that will be displayed as a result of information to be produced for the comprehensive plan and sustainable communities grant. Sasha Farmer indicated that she tends to see a good bit of this type of thing and that she would send Kathy some examples.

Karen Waters then went on to discuss the City Housing Fund (CHF) and a memorandum that she had received from Jim Tolbert regarding the CHF. Further that she understood from Jim that staff would get on the agenda and present the plan to the group.

Dan Rosensweig said that there is tension between making decisions regarding public land versus use of strategic funds. He stated that you don't want to tie entrepreneurial aspects of staff for use of land.

Peter Loach stated that he does not want the HAC to be blamed because the public is not involved.

Dan Rosensweig said that he would like to see plans fairly finalized and then have input provided to finalize.

Karen Waters explained that she understood from Jim, that staff would get on the agenda and present the plan.

Dan Rosensweig suggested that guidance be provided on existing plans. He would like to see Jim Tolbert and Kathy McHugh bring something to every meeting. Dan stated that he does not want to be involved at the granular level.

Joy Johnson mentioned that Section 3 is a HUD Federal policy which requires that government/Federally funded projects hire low income persons. She also stated that Norfolk Virginia's program is a good example of the importance of having such a policy in place.

Karen Waters recommended that the comprehensive plan discussion be held at a special meeting in August, with a Section 3 discussion at the November meeting. Kathy McHugh is to send the Section 3 plan and policy document to the group.

Given the fact that the regular meeting is scheduled for September, the group thought it might be okay to wait until then.

Joy Johnson stated that the Section 3 coordinator is important. She is okay with roles because Item # 5 is no longer in the draft.

Sasha stated that she would like to generalize # 4 goals to provide oversight / sounding board.

Peter Loach indicated that the HAC comments do not replace the community input process.

Karen Waters described Jim Tolbert's memo on CHF and explained that his idea was to focus on certain categories of projects to meet housing goals.

Joy Johnson asked how Enterprise Zones fit into this and the group discussed that these are specific to businesses and do not directly benefit housing development.

Peter Loach stated that there is a typographical error with the RFP and that the comment on retail should be rental instead.

Dan Rosensweig said we need to have a system for reallocation of funds when all of the funds are not used and/or requested in certain category.

Peter Loach suggested that there is a problem with setting funding categories and that this would limit the types of projects that could be submitted, but Dan countered that there is no need to change categories, just allow for reallocation – with there being more flexibility and not less. Dan went on to say that the City could really use a strategic housing fund

Peter Loach asked how big the pot of money would be for the strategic funds. Kathy McHugh stated that it would have to be big enough to actually do something of merit (maybe a million to two million).

As to selection of projects under the CHF, Dan Rosensweig said that he would like to see the type of project as one of the rubrics used to determine the number of points to be awarded.

Karen Waters said "let's not get into the weeds."

Dan Rosensweig said that he does not like using categories, but would rather prioritize projects based on how they help us meet 2025 goals.

Peter Loach said that he does not like the idea of having categories with specific dollar funds.

Karen Waters asked "Do we like strategic fund?"

Peter Loach said "yes, depending upon the amount."

Dan Rosensweig said he would like to have a separate amount for strategic investment and that that he would like to see us get this done before council changes.

Peter Loach said that he would like to go forward with the Request for Proposals as it is and in the next year develop a point system.

Joyce Dudek agreed that we need to keep moving.

Karen Waters suggested that they work up a suggestion with percentages for categories.

Peter Loach asked if build a block competes or does it come out of strategic fund? He went on to say that PHA has done 10<sup>th</sup> & Page and Starr Hill so they are not against the build a block approach.

Joy Johnson said that we have an obligation to non-profits to get this out now.

Karen Waters stated that because \$500,000 is already gone from the \$1.4 million that it is too late to break out strategic funds. As such, she suggested that we:

- Send out RFP business as usual and revisit for next year

- Go to council for strategic fund

Peter Loach suggested that money spent over the last year by NDS does not meet 2025 goals. Specifically (1) ecoREMOD and (2) housing and land use survey do not do anything to further the housing goals. He said this is like last year doubled up and that the Council did not specify that a percentage go directly to NDS staff.

Dan Rosensweig said because it is late, can we communicate to Jim that it is late in the year for setting categories and or defining a point system. As for a timetable, 1) Let's go ahead as is with RFP; 2) include the build a block because it is a good strategic approach; and 3) look at adding a strategic fund approach with approval from City Council.

**Concluding Points:**

Because of the group wants to refine the document for the comprehensive plan and not word-smith it, the next meeting will be held at its regularly scheduled time during the month of September.

Kathy McHugh will follow up with Jim on the comments regarding the CHF and work to get the RFP out. She will also send out the Section 3 plan to the group and look into how to request strategic funds from City Council.