

HOUSING ADVISORY COMMITTEE
Meeting Minutes – January 20, 2023 at 9:00 AM

Committee Members

Doug Walker – Chair
Tom Bradbeer - Vice Chair
Holly Fifield (Absent)
Tammy D’Amico
Steve Gulliford
VACANT
Molly Nichols (Absent)
Jason Elzy
Duward Brown
Craig Dent
Josh Balloch
Ralph “JR” Wheeler
Kathleen Foster

Staff/Council Liaisons:

Brian DeLaGrange – Council Liaison
Amber Neeck – Housing and Neighborhood Specialist
Mark Trinidad – Principal Planner

Guests:

1. **Roll Call:**
 - a. Chair Doug Walker opened the meeting at 9:00 am and took roll.
2. **Introductions:**
 - a. **None.**
3. **Public Comment:** (opportunity for citizens to share information with the committee regarding items that are not on the agenda)
 - a. Public comment received from a citizen concerned about the homeless population
4. **Consent Agenda:**
 - a. Minutes: December 16, 2022

MOTION/VOTE

Member Dent moved, and Member Balloch seconded the motion to approve the minutes from December 16, 2022. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Bradbeer, Members D’Amico, Gulliford, Elzy, Brown, Dent, Balloch, Wheeler, and Foster. “NAYS”: None. Abstain: None. Absent: Members Fifield and Nichols. The motion passed.

5. **Action Items:**
 - a. Committee Chair and Vice Chair election
 - o Nominees for Chair: Doug Walker
 - o Nominees for Vice Chair: Tom Bradbeer

MOTION/VOTE

Member Brown moved, and Member Balloch seconded the motion to appoint Doug Walker as Chair of the Housing Advisory Committee. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Bradbeer, Members D’Amico, Gulliford, Elzy, Brown, Dent, Balloch, Wheeler, and Foster. “NAYS”: None. Abstain: None. Absent: Members Fifield and Nichols. The motion passed.

MOTION/VOTE

Member Brown moved, and Member Balloch seconded the motion to appoint Tom Bradbeer as Vice Chair of the Housing Advisory Committee. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Bradbeer, Members D’Amico, Gulliford,

Elzy, Brown, Dent, Balloch, Wheeler, and Foster. “NAYS”: None. Abstain: None. Absent: Members Fifield and Nichols. The motion passed.

- b. Housing Production and Rental Statistics for 2022
 - Projected Need based on the 2021 Housing Needs Analysis
 - 10-year Housing production comparison
 - Housing production for 2022 by unit type
 - Average Rents by month for 2022
 - Average deposit by month for 2022
 - Rental sample size by unit size
 - 2022 Housing Advisory Committee Achievements
 - Designate HAC to recommend CDBG allocations.
 - a. The CDBG subcommittee met on October 14 and chose eight households to move forward in the first wave of CDBG Rehabilitation and Weatherization Grants. The subcommittee directed staff to process income verification and environmental review for each household and work with partner (Home Bridging) to get bids and begin work on the homes. Staff has begun the income verification phase of the next 10 applicants on the waitlist to bring Phase 2 before the subcommittee in February 2023.
 - Fine Tune CET and promote availability of funds for all qualifying projects.
 - a. HAC reviewed and provided feedback on CET program parameters then motioned to send to Council workshop on November 21, 2022. Staff is incorporating Council comments to make recommended adjustments to present again in the 1st quarter of 2023.
 - Rezone UGB areas from rural to urban.
 - a. In the 4th quarter of 2021, by the HACs request, Council made decision to narrow the 540-acre UGB rezone scope to focus on the 60-acre Allen Creek subarea. The City’s transportation engineer consultant is preparing a detailed Traffic Impact Analysis (TIA) for Allen Creek. ODOT required the consultant to prepare a new transportation model with new traffic data, which adds approx. \$25,000 and six months to the original TIA cost. DEA, Inc (traffic consultant) is collecting new traffic and crash data and preparing an ODOT-compliant TIA for Allen Creek. Anticipated completion is in the 1st quarter 2023. After completion of the TIA, ODOT will review and then the Rezone application for the 60+ acres in the Allen Creek subarea can be filed.
 - Develop housing incentives for multi-family units.
 - a. HAC worked with ECONorthwest to complete Grants Pass Housing Production Strategies.

- b. HAC reviewed and finalized the Affordable Housing System Development Charge Waiver Program. Council awarded a grant to the program's first applicant, Cathedral Square Apartments.
 - c. Staff is reviewing applicants for the UGB Infrastructure RFP a program HAC recommended be created with ARPA dollars awarded to the city, including proposals for affordable housing and affordable home ownership developments.
- Promote ADU program.
 - a. A web page dedicated to ADUs is published under the CD web site, including ADU success stories and pre-approved ADU floorplans ready for download
 - b. 2 new pre-approved ADU floorplans were added by the request of HAC
- Develop/market affordable housing programs
 - a. A CDBG affordable housing rehabilitation and weatherization grant program was researched and developed during the 1st and 2nd quarters.
 - b. The CDBG application and marketing to low-income homeowners kicked-off in the 3rd quarter.
 - c. The Housing & Neighborhood Specialist is coordinating with the Information Coordinator to create a new housing landing web page and other marketing resources to outreach to housing developers.
 - d. Council finalized the Affordable Housing System Development Charge Waiver Program and awarded a grant to the program's first applicant, Cathedral Square Apartments.
 - e. Staff met with multiple developers to go over local incentives for affordable housing development, building a network of contacts for future initiatives.
- Support opportunities to obtain and sustain affordable home ownership.
 - a. Since January 2022, the CET fund contributes 15% of residential permit revenues to the OHCS down payment assistance program, a percentage of which is re-invested in Grants Pass.
 - b. Through CDBG funding, the City contributed to public infrastructure improvements for a Home Bridging and Habitat for Humanity housing development.
 - c. During further defining of the CET investment strategy, HAC recommended providing a percentage of the funds towards a local down payment assistance program.
 - d. Home Bridging was awarded CDBG funds for their affordable home ownership program on Redfin Lane.
 - e. Staff is reviewing applicants for the UGB Infrastructure RFP with applicants including affordable

housing and affordable home ownership developments

- Facilitate development of low-income housing
 - a. Chrisman Development, the affordable housing developer working in partnership with Ausland Group, Josephine Housing Council, and Lovelace Development, has signed an Option Agreement with the City for a 60–66-unit affordable housing project at the Ramsey/Nebraska site. Chrisman Development was not awarded funding for the 2022 low-income housing tax credit program. They plan to apply again in April 2023.
 - b. ECONorthwest is developing a Housing Production Strategy for the next eight years to identify incentives to meet housing demand outlined in the Housing Needs Analysis.
 - c. Council has allocated \$3 million in ARPA funds to the Jackson County Housing Authority and the Josephine County Community Development and Housing Council for the purpose of locating, purchasing, and developing affordable housing in the City of Grants Pass.
 - d. Council awarded Cathedral Square Apartments a 60% AMI affordable housing complex with 56 units. The Affordable Housing SDC Waiver Grant covered 100% of the SDC fees.
 - e. Staff met with the Development Specialist of Housing Authority of Jackson County to look over potential lots for their pipeline of future housing developments.
- c. Community Development Block Grant subcommittee for phase 2
 - Meeting Friday February 3rd at 9:00 AM
 - Members Wheeler, D’Amico, and Brown agreed to sit on committee for 2nd phase.

6. Matters from Committee Members and Staff

- a. Point in Time
- b. Warming Shelter

7. Future Agenda Building for Next Meeting

- a. Housing Trust Fund
- b. ARPA Infrastructure RFP Results
- c. Open Space Development Code
- d. Solar Setback Check In
- e. Climate Friendly Area
- f. Upcoming Housing Funding Opportunities

8. Adjournment

- a. Chair Walker adjourned the meeting at 10:01 am.

Next scheduled meeting: February 19, 2023, in the City Council Chambers.

Minutes prepared by Amber Neeck, City of Grants Pass Community Development.