

HOUSING ADVISORY COMMITTEE
Meeting Minutes – February 18, 2022 at 9:00 AM

Committee Members

Doug Walker – Chair
Kelly Wessels – Vice Chair (Absent)
Loree Arthur
Duward Brown
Steve Gulliford (Absent)
Jason Elzy
Sam Engel
Darin Fowler (Absent)
Tammy D’Amico (Absent)
Kathleen Foster (Late)
Tom Bradbeer
Ralph “JR” Wheeler

Staff/Council Liaisons:

Brian DeLaGrange – Council Liaison
Amber Neeck – Housing and Neighborhood Specialist

Guests:

1. Roll Call:

- a. Chair Walker opened the meeting at 9:07 am and took roll.

2. Introductions:

- a. Member Highlight – Tom Bradbeer
 - Background
 - Taught economics at Eastern Oregon State Collage for 12 years
 - Held a variety of positions at Rogue Community College
 - Owns and operates 9 rental units in Grants Pass
 - Elements about housing most passionate about
 - Rehabbing old dwellings is a challenge
 - a. Expensive
 - b. Disruptive to tenants
 - c. Difficult to maintain affordability
 - d. Incentives are unknown by citizens
 - Energy use and Housing
 - a. Incentives
 - b. Methane and natural gas in housing
 - Budget
 - a. Member of the budget committee
 - b. Budget allocation regarding affordable housing

3. Public Comment: (opportunity for citizens to share information with the committee regarding items that are not on the agenda)

- a. Valarie Lovelace
 - As the new liaison to the Community Economic Development Committee (CEDC), they are interested in increasing inter-committee cooperation.
 - Break down programs and incentives, how they work and who can use them.
 - How do we bring aboard local contractors on the conversation of affordable housing?
 - Teach them how it works
 - Is workforce housing being shut out by area median income limits on housing incentives?

4. **Consent Agenda:**
a. Minutes: February 4, 2022,

MOTION/VOTE

Member Bradbeer moved, and Member Arthur seconded the motion to approve the minutes from February 4, 2022. The vote resulted as follows: “AYES”: Chair Walker, Members Arthur, Brown, Elzy, Engel, Bradbeer, and Wheeler. “NAYS”: None. Abstain: None. Absent: Vice Chair Wessels, Members Gulliford, Fowler, D’Amico, and Foster. The motion passed.

5. **Action Items:**

- a. Inclusive Housing funds Defined
- City run housing funds are being under utilized
 - Defining the programs and updating the city website as well as other publication materials could help improve awareness and impact of existing programs
 - Affordable Housing Grant
 - a. The Affordable housing grant provides grant waivers for system development charges (SDCs) for affordable housing developments. Guidelines for this program have not been defined yet
 - b. Funded by the sale of city owned surplus lands
 - i. Currently there is roughly \$654,000.00 in this fund
 - c. Staff recommendations
 - i. Define the parameters as housing affordable to those making 80% AMI or below.
 - ii. Include a deed restriction for housing not built under a time restricted affordable housing program such as LIHTC or HUD project based.
 - iii. Seek a more sustainable source of income for this program
 - Housing Opportunity Grant
 - a. Funded by the Affordable Housing Construction Excise Tax (CET)
 - b. Can be used to:
 - i. Acquire land for deed restricted affordable housing
 - ii. Incentivize development
 - iii. Construct homes
 - iv. Rehabilitate homes
 - c. All funded developments are required to undertake a deed restriction guaranteeing the units will be affordable to lower income residents well into the future.
 - d. Benefits households earning at or below 120% AMI with some programs being more restrictive.
 - Community Development Block Grant (CDBG)
 - a. CDBG is grants to the city by the Department of Housing and Urban Development (HUD). The city receives annual funds to be used for projects that predominantly benefit low to moderate income persons through a handful of programs.
 - i. Housing related sub programs
 - 1. Home weatherization

- 2. Housing rehabilitation
 - 3. Accessibility upgrades
 - 4. Lead delineation
 - ii. Benefits households earning at or below 80% AMI
 - o Urban Renewal Agency
 - a. The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped.
 - b. Funded by tax increment financing
 - c. Housing Development Program
 - i. Prioritizes the development of transitional, low, moderate, and workforce housing for households at or below 80% AMI.
 - ii. Can assist in the development through
 - 1. Pre-development assistance
 - 2. Completion of offsite improvements
 - 3. Land purchase
 - 4. Demolition
 - 5. Property tax rebate
 - 6. Building and development fees
 - 7. Other methods as defined through a development agreement
 - o Department of Administrative Services (DAS)
 - a. Funding issued to cities to aid in recovery from the impacts of the coronavirus pandemic
 - b. American Rescue Plan Act (ARPA)
 - c. General Fund Grant
 - i. 1-million-dollar grant to the city to be used specifically to impact housing.
- Discussion
 - o Affordable housing grant needs parameters set
 - a. Continue to workshop
 - b. Include input from CEDC and public
 - i. Need basic process flowchart
 - o Programs need to be further broken down with parameters
 - o “Do I Qualify” flowsheets to be created for each program
- b. Potential Public Relations Program Regarding Housing
 - The city of Grant Pass’ multiple housing funds and incentives are being under utilized and under publicized. The use of strategic marketing could greatly increase the impact these programs and incentives have on housing development and maintenance in the city.
 - City Council has already directed marketing programs as a task for the HAC, so we do not need to create a motion unless the cost goes above 5k.
- Discussion
 - o What specifics do we want to commission for a public relations program?
 - a. An ongoing avenue between the city and the developers
 - i. Email chain
 - b. Convince people to build
 - i. Incentives
 - ii. Changes
 - iii. Landlord Tenant Law
 - c. Deliverables
 - i. City website update

- ii. Annual Meetings/Forum for builders
- d. Target Markets
 - i. Builders
 - ii. Property Management Firms
- e. Expected Outcomes
 - o In the past, the city has used Martins Printing and Graphics for these types of jobs, would we like to seek a bid with them?
 - o Perhaps we need a hard plant that outlines target market, desired message, and expected outcomes first.
 - a. Could we use ARPA funds to pay for the development and implementation of a marketing plan?

MOTION/VOTE

Member Bradbeer moved, and Member Engel seconded the motion to move to recommend City Council the application of ARPA funds to the development of housing marketing plan. The vote resulted as follows: “AYES”: Chair Walker, Members Arthur, Brown, Engel, Bradbeer, and Wheeler. “NAYS”: None. Abstain: Member Elzy. Absent: Vice Chair Wessels, Members Gulliford, Fowler, D’Amico, and Foster.

The motion passed.

(During the meeting there was a misconception that the motion did not pass, however it did indeed pass)

- c. Land Bank Program
 - HUD defines a land bank program as a governmental or non-governmental nonprofit entity established, at least in part, to assemble, temporarily manage, and dispose of vacant land for the purpose of stabilizing neighborhoods and encouraging re-use or redevelopment of urban property
 - A land bank program will operate in a specific, defined geographic area.
 - Land banks can play several roles
 - o Providing a mechanism for assembling parcels of tax-delinquent or abandoned properties for redevelopment
 - o Acquiring and holding strategically valuable properties until the community can develop them as affordable housing
 - o Acquiring properties to convert to other uses such as retail, parks, or open space for flood mitigation.
 - Land banks support affordable housing development by reducing or eliminating land costs from development
 - Benefits
 - o Can greatly lower the costs for the owner of the planned development
 - o In interviews, developers listed land donation or write down as among the most critical tools for supporting affordable housing production
 - o Can manage land as a portfolio of properties, employing a strategy of buying when land prices are low and holding for desired market conditions in the future
 - o Can control the location of the development within the City of Grants Pass. Can leverage federal, philanthropic, or private or other sources of funding for land acquisition
 - Drawbacks
 - o Requires political commitment over time and across market cycles

- Donating surplus land might require the coordination between multiple departments
- Purchasing new land requires the additional step of finding and securing the new property and funding land acquisition and due diligence
- Administering can be costly
- Discussion
 - Move forward to define more then bring to council.

6. Matters from Committee Members and Staff:

- a. Amber Neeck - Housing Production Strategy Sub-committee
 - 3 members from HAC
 - Doug Walker
 - Steve Gulliford
 - Tom Bradbeer
 - Reached out to Community Economic Development Committee to request for volunteers
- b. Doug Walker – Home Share
 - A project to help pair homeowners with potential roommates
 - Make it easy to rent a spare room

7. Future Agenda Building for Next Meeting:

- a. Community Development Block Grant

8. Adjournment

- a. Chair Walker adjourned the meeting at 10:34 am.

Next scheduled meeting: March 18, 2022, in the City Council Chambers.

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