

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

Committee Members

Doug Walker – Chair
Tom Bradbeer - Vice Chair
Di Bradley
Loree Arthur
Duward Brown
Steve Gulliford
Jason Elzy (Absent)
Sam Engel (Late)
Darin Fowler (Absent)
Tammy D’Amico (Late)
Kathleen Foster (Late)
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 9:01 am and took roll.
2. **Introductions:**
 - a. Member Highlight – Di Bradley
 - Background
 - Assistant Director of Housing Stabilization at UCAN
 - Been with UCAN over 12 years
3. **Public Comment:** (opportunity for citizens to share information with the committee regarding items that are not on the agenda)
 - a. None
4. **Consent Agenda:**
 - a. Minutes: February 18, 2022

MOTION/VOTE

Member Wheeler moved, and Member Arthur seconded the motion to approve the minutes from February 18, 2022. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Bradbeer, Members Bradley, Arthur, Brown, Gulliford, and Wheeler. “NAYS”: None. Abstain: None. Absent: Members Elzy, Engel, Fowler, D’Amico, and Foster. The motion passed.

5. **Action Items:**
 - a. Vice Chair Nomination and Vote
 - Tom Bradbeer nominated by Chair Walker; member Gulliford seconded the nomination.

MOTION/VOTE

Member Wheeler moved, and Member Gulliford 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 Bradley, Arthur, Brown, Gulliford, and Wheeler. “NAYS”: None. Abstain: None. Absent: Members Elzy, Engel, Fowler, D’Amico, and Foster. The motion passed.

b. ARPA Funds for Housing

- Re-consider Housing Advisory Committee ARPA Recommendation to Council
- 10/15/2021 original recommendations:
 - HAC recommends Council set aside \$2,000,000 in funds to subsidize (as defined by ARPA guidelines) the costs associated with the development of affordable housing projects (as defined by ARPA guidelines) – with the creation and distribution of an RFP process. These grant proposals are to be reviewed and recommended to Council by the Housing Advisory Committee and allocated within ARPA timelines.

Examples:

- Habitat for Humanity
- AllCare Foundation cottage development
- Cathedral Square
- Ramsey/Nebraska
- Urban campground.

10/15/2021

Remaining ARPA funds to be used for infrastructure throughout the UGB in strategic locations to jump start development (as defined by ARPA guidelines). These areas of development will be treated as reimbursement districts returning these to the affordable housing fund.

10/15/2021

Remaining ARPA funds to be used to purchase land for affordable housing projects within the UGB (as defined by ARPA guidelines).

- Discussion
 - HAC recommends Council set aside \$4,000,000 in funds to subsidize (as defined by ARPA guidelines) the costs associated with the development of affordable housing projects (as defined by ARPA guidelines) – with the creation and distribution of a grant application process within 90 days of Council approval. These grant proposals are to be reviewed and recommended to Council by the Housing Advisory Committee and allocated within ARPA timelines.

MOTION/VOTE

Member Bradbeer moved, and Member Brown 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 Bradley, Arthur, Brown, Gulliford, and Wheeler. “NAYS”: None. Abstain: None. Absent: Members Elzy, Fowler, Foster, Engel, D’Amico. The motion passed.

c. Community Development Block Grant

- The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended 42 U.S.C. 5301 et seq. The program was

designed to reinforce several important values and principles of community development

- CDBG's flexibility empowers people and communities to design and implement strategies tailored to their own needs and priorities.
- CDBG's emphasis on consolidated planning expands and strengthens partnerships among all levels of government and the private sector in enhancing community development.
- CDBG's technical assistance activities and set-aside for grantees builds the capacity of these partners.
- Relevant Programs
 - All programs are income restricted to 80% or below Area Median Income
 - a. Weatherization
 - i. \$50,000 backlog amount
 - ii. Potentially 20-30k as annual amount
 - b. Site Acquisition
 - i. \$75,000 backlog amount
 - ii. Potentially 50k annually
 - c. Rehabilitation
 - i. \$100,000 backlog amount
 - ii. Potentially 75k annually
- Program Applications
 - Homeowner rehabilitation is one of the most common community development programs administered nation-wide. CDBG funds provide a wide range of flexibility with rehabilitation of projects and design considerations. Grantees can choose to do emergency repair programs, spot rehabilitation or full house rehabilitation.
 - CDBG funds may be used to assist existing homeowners with the repair, rehabilitation, or reconstruction of owner-occupied units.
 - CDBG-eligible costs include: – Labor and materials, – Replacement of principal fixtures and components of existing structures; – Water and sewer connections; – Installation of security devices, including smoke detectors; and – Conservation costs for water and energy efficiency; Landscaping, sidewalks, garages, and driveways when accompanied with other rehabilitation needed on the property; and – Evaluating and treating lead-based paint
 - Many communities struggle with providing decent, safe, and sanitary affordable rental housing to their residents. CDBG funds can be used to acquire, rehabilitate, or construct rental housing. There are tenant income requirements and rent restrictions for projects.
 - CDBG funds may be used for acquisition of property for an eligible rental housing project. CDBG may also be used to rehabilitate rental housing. In Rem housing--CDBG funds may also be used to make essential repairs and payment of operating expenses needed to maintain the habitability of housing units acquired through tax foreclosure proceedings in order to prevent abandonment and deterioration of such housing in primarily LMI neighborhoods. – Note the LMI benefit national objective is met through the Area Benefit subcategory. Conversion of a closed building from one use to residential use (such as a closed school building to residential use) is also eligible.

- Grantees may provide assistance in the form of loans, grants, loan guarantees, interest subsidies and other forms of assistance for rental housing rehabilitation and acquisition/rehabilitation projects.
 - Eligible properties may be: Publicly- or privately-owned; and Residential or mixed use.
 - Eligible expenditures include: Labor, materials and other rehabilitation costs; Refinancing, if necessary and appropriate; Energy efficiency improvements; Utility connections; Evaluating and treating lead-based paint; (NOTE: This is also eligible as a separate activity); Conservation costs for water and energy efficiency; Landscaping, sidewalks, and driveways when accompanied with other rehabilitation needed on the property; Rehabilitation services (loan processing, work write-ups, inspections, etc.); and Handicap accessibility improvements.
 - What are we proposing
 - HAC Involvement in ranking and deciding annual RFP recipients
 - Annual RFP window of application
 - a. Application period: July 1 – September 1
 - b. RFP Deciding period: September 2- October 1
 - Discussion
 - Potential for RFP spending cap per unit.
 - a. What amount per program
 - i. Cap to be re-visited at a later date once backlog of funds has been spent down.
 - RFP Ranking system per program
 - a. Condition of units receiving funds
 - i. Must pass a basic livability inspection
 - ii. Unit would have to meet HQS inspection standards by completion of work.
 - b. Life left in units receiving funds
 - c. Income limit prioritization
 - d. Owner occupied unit prioritization
 - New Partner
 - a. Cat Bonney
- 6. Matters from Committee Members and Staff:**
- a. Amber Neeck – Middle Housing Code Text Amendment HB2201 staff report being presented to the Planning Commission on April 13th, 2022
 - b. Amber Neeck – Minimum Residential Density Article 12 Code Text Amendment is being presented to the City Council on April 6th, 2022
 - c. Amber Neeck- Ramsey Nebraska Pre-application received, project moving forward.
 - d. Sam Engel – Request Tech support for next month’s Teams meeting
- 7. Future Agenda Building for Next Meeting:**
- a. Housing Production Strategies
 - b. Density Code Bonuses
 - c. Seeking legal guidance on Vertical Housing Tax Credit/City Developed low-income housing tax credit
- 8. Adjournment**
- a. Chair Walker adjourned the meeting at 10:16 am.
- Next scheduled meeting: April 15, 2022, in the City Council Chambers.**

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