

City of Lawrence  
Affordable Housing Advisory Board  
March 11, 2019 minutes

MEMBERS PRESENT: Susan Cooper, Ron Gaches, Edith Guffey, Patrick Kelly, Paul Nuzum, Dana Ortiz, Shannon Oury, Monte Soukup, Sarah Waters, Erika Zimmerman

MEMBERS ABSENT: Andrew Brown, Rebecca Buford, Thomas Howe

STAFF PRESENT: Diane Stoddard, Assistant City Manager; Scott McCullough, Director of Planning and Development Services; Danielle Buschkoetter, Budget and Strategic Initiatives Manager; Danelle Walters, Community Development Manager; Jeff Crick, Planning Manager

---

Chair Oury called the meeting to order at 11:00 am. [ENTIRE VIDEO](#)

**1. General Public Comment** [VIDEO](#)

Heather Hoy, representing the Douglas County Community Foundation, spoke to the board about the upcoming April 24, 2019 meeting at the Lawrence Public Library.

Mike Reading, representing Pine Tree Townhomes, spoke to the board about cooperative housing.

**2. Approve Minutes from February 11, 2019 meeting** [VIDEO](#)

Zimmerman moved Approve [minutes from the February 11, 2019 meeting](#). Oury seconded the motion. The motion passed 7-0 with Kelly abstaining.

**3. Monthly Financial Report** [VIDEO](#)

The monthly financial report is available on the [City of Lawrence opengov.com](#) website. (Soukup arrived at 11:15)

**4. Review affordable housing text amendment** [VIDEO](#)

(Cooper arrived at 11:20)

Sandra Day, Planner, presented the board with the item and the following attachments:

- [City Commission initiation of text amendment](#)
- [Draft Article 17 - Terminology](#)
- [Draft Article 5 – Use Regulations](#)
- [Draft Article 6 – Density and Dimensional Standards](#)
- [Tenants to Homeowners, Inc. Smart Density Bonus diagram](#)
- [RS Zoning map](#)
- [RS7 and RS5 Zoning combined map](#)

The board provided feedback to staff regarding the proposed text amendment. The board expressed a desire to see permanent affordability, as well as a consideration of an option allowing only one of the homes on the lot to be affordable and not both. Staff will continue to seek feedback from boards and commissions and a revised draft of the text amendment will be brought back to the AHAB at a future meeting.

(Kelly left the meeting at 12:40)

**5. Review draft RFP and sample matrices [VIDEO](#)**

Buschkoetter presented the board with the [draft RFP](#) and the following attachments:

- [Current AHAB matrix](#)
- [Current AHAB matrix for non-capital projects](#)
- [Staff Example 2019 Application for Capital Projects Funding](#)
- [Justice Matters recommended matrix](#)
- [Nashville matrix](#)
- [Fort Collins guidance chart](#)

The board discussed the items, made some suggestions, and asked staff to bring the RFP/application as well as the matrix discussion back to the AHAB at the April meeting for further discussion.

**6. Quick Updates**

**a. AHAB ordinance changed to reflect HOME grant recommendation [VIDEO](#)**

Stoddard informed the group that the proposed changes to the Community Development Advisory Committee (CDAC) regarding the HOME funding have been approved by the City Commission.

**7. Other New Business [VIDEO](#)**

There was no new business.

(Guffey left the meeting at 1:05)

**8. Next Meeting / Future Agenda Items [VIDEO](#)**

The next meeting will be on April 8, 2019.

**9. Public Comment (added item) [VIDEO](#)**

Mike Reading provided some final comments to the board regarding Pine Tree Townhomes.

**10. Adjourn [VIDEO](#)**

Ortiz moved to adjourn the meeting. Oury seconded the motion. The motion passed 8-0.

Future Meeting Dates / Tentative Agenda items

April 8, 2019 - Continue review of draft RFP and sample matrices

May 13, 2019

June 10, 2019

July 8, 2019

August 12, 2019

September 9, 2019

October 14, 2019

November 11, 2019

December 9, 2019

These minutes were approved by the Board: April 8, 2019