

# City of Lawrence

## Affordable Housing Advisory Board

### February 22, 2016 minutes

MEMBERS PRESENT: Emmanuel Birdling, Rebecca Buford, John Harvey, Dana Ortiz, Shannon Oury, Tim Stultz, Matt Sturtevant, Nancy Thellman

MEMBERS ABSENT: Stuart Boley

STAFF PRESENT: Casey Toomay, Assistant City Manager; Scott McCullough, Director of Planning and Development Services; Danelle Dresslar, Community Development Manager

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Chair Matt Sturtevant called the meeting to order.

#### **1. Approve minutes from February 8, 2016 meeting**

Shannon Oury moved to approve the meeting minutes from February 8, 2016. Rebecca Buford seconded the motion. The motion passed 7-0 with one abstention.

#### **2. Public Comment**

There was no public comment

#### **3. Consider approval of 2015 Annual Report (due March 1, 2016)**

Toomay presented the Board with an updated 2015 Annual Report. The only change from the last meeting was to add forwarding a recommendation to the City Commission on the parameters for a \$100,000 transitional housing voucher program to assist families currently living at the Lawrence Community Shelter, under the 2016 Project Forecast section. Sturtevant asked about a baseline report detailing all City activity for affordable housing. Toomay indicated the baseline report would be prepared at a later date.

Oury moved to approve and forward to the City Commission the 2015 Annual Report of the Affordable Housing Advisory Board as presented. Buford seconded the motion. The motion passed 8-0.

#### **4. Review Proposals for Housing Demonstration Project and, if appropriate, forward recommendation to City Commission on how to proceed**

Sturtevant handed out the proposal for [The Partnership Housing Project](#).

Stuart Boley joined the meeting via conference call.

Toomay explained the need for any Board members submitting a proposal to recuse themselves from voting on the proposal. Sturtevant asked if the Board member could participate in the discussion of the proposal. Scott McCullough indicated the Board member could answer questions about the proposal. Toomay suggested having a discussion in the future about adding an additional at-large member to avoid quorum issues.

Nancy Thellman asked how many proposals or inquiries were received. Toomay indicated there was only one proposal received, but several inquiries including the Lawrence Home Builders Association, Wheatland Investment Group and Flint Hills Holdings. Tom Larkin with Flint Hills Holdings had asked if the proposal had to be for a new project, or could be used on an existing project. Toomay responded to Larkin indicating the Board had envisioned the proposal being for a new project, but would consider a proposal for an existing project. Larkin replied timing issues were an obstacle to submitting a proposal. Thellman indicated the Board needed to work to avoid any favoritism or insider preferences when recommending projects, and was pleased

to hear others were at least interested in applying. Toomay indicated Interim City Manager Diane Stoddard suggested forwarding proposals to the City Commission without a Board recommendation if voting conflicts were present. Oury indicated the LDCHA agreed to partner in this proposal, but would not be receiving any financial benefits from the project.

Boley indicated he was interested in having the Board follow up with the groups who inquired about the proposal, to assist them in potentially applying for a future project. Tim Stultz said the reason the LHBA did not submit a proposal was the short time frame to apply and the completion date of 2016.

Boley asked what school the children at the proposed site would attend and what the free and reduced lunch percentages were at that school. Buford said it would either be Kennedy or New York Elementary Schools, and both are in lower income neighborhoods.

Buford gave a summary of The Partnership Housing Project to the Board; the proposal is a partnership with five local non-profit agencies, Tenants to Homeowners, Lawrence Habitat for Humanity, LDCHA, Family Promise and the Willow Domestic Violence Center to build 3 new homes. Lawrence needs more quality affordable units and supportive services and this project combines both. John Harvey provided information on the Habitat model and how this project is a hybrid of that with Family Promise providing two years of post-purchase case management for the new homeowner. Oury explained the housing vouchers that will be available for this project from the LDCHA and also let the Board know about the LDCHA down payment match program that would be available if the family chosen for the Habitat house is a graduate of the LDCHA voucher program.

Thellman asked about the Habitat \$30,000 match and if that would come from the normal Habitat fundraising methods. Harvey indicated the \$30,000 is already in hand from a group of donors looking for a project, but with not enough funding to provide for a complete home.

Sturtevant asked if the Willow had any concerns about safety for a family. Buford indicated she has spoken with the Willow and while they will have a safety plan, most referrals will not be in immediate danger. Oury confirmed the voucher would also be transferable in the event the family would need to flee for safety concerns.

Thellman moved to recommend [The Partnership Housing Project](#) and forward the recommendation to the City Commission. Stultz seconded the motion. The motion passed 5-0 with 4 abstentions.

Toomay said she would prepare a [memo](#) to forward with the proposal for the March 1, 2016 City Commission meeting.

Boley left the meeting conference call.

## **5. Receive and Discuss Staff Information on Affordable Housing Programs and Funding Sources**

McCullough gave the Board an overview of staff prepared documents related to [2015 Federal and City funding related to affordable housing](#) and [sample affordable housing programs and sample methods of funding](#).

McCullough asked to Board to review these documents and prepare a list of bigger picture questions about how this Board should proceed with identifying need, evaluating possible programs, and identifying funding sources.

Oury described how the reduction in funding has a significant impact on the LDCHA operations. Thellman indicated local governments will most likely be working under a state imposed budget cap; any new initiatives will come at the cost of other items in the current budget, or go to a public referendum.

Ortiz offered the Board and public might need to look at the comparison of current spending vs the informal survey presented by Justice Matters at the last meeting. McCullough stated the City currently has excellent programs on the ground, and it might just be determining how to fund them and what type of housing is

needed. Buford said it might be worth spending some resources to have a market study done, or at least an update to the ten year old [CHAT](#) report.

Toomay suggested the Board review the staff documents, with further discussion to come at a future meeting. Sturtevant asked the Board if a meeting in March might be necessary after all. Toomay indicated she would send out a Doodle poll to Board members to determine available dates, possibly March 21, 2016.

#### **6. Other New Business / Future Business**

There was no New Business / Future Business

#### **7. Next Meeting – Memo on Recommendations for Proposed Parameters for Housing Authority Funding for 2016; 2017 budget overview; long term revenue streams for trust fund**

#### **8. Adjourn**

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

#### Future Meeting Dates / Tentative Agenda items

March ?? - Memo on Recommendations for Proposed Parameters for Housing Authority Funding for 2016; 2017 budget overview; long term revenue streams for trust fund

April 11 - Health Department; Discuss Tax Credit Application Process and Role of AHAB

May 9

June 13

July 11

August 8

September 12

October 10

November 14

December 12

These minutes were approved by the Board March 21, 2016.