

CITIZENS ADVISORY COMMITTEE ON HOUSING
AND COMMUNITY DEVELOPMENT

November 12, 2019

6:30 p.m.

Members Present: Marcella Barnett, Lynn Bittel, Fumnanya Camara, Vince Chowdhury, Teri Marquante, Bill Moran, Hayley Reddish, Jason Schneider, Michael Thomas, Catalina Vielma, and Charlene Wisner-Howard.

Members Absent: None.

*Excused

Late Arrivals/

Early Departures: Jason Schneider and Michael Thomas.

Staff Present: Barbara Abbotts, Aimee Bart, and Michael Lawson.

Guests Present: Linda Savage, Sethe Tucker, and Ken Westervelt.

Chairperson Lynn Bittel called the meeting to order at 6:30 p.m.

Roll Call

Approval of Agenda

- Teri Marquante motioned to approve the agenda as presented. Fumnanya Camara seconded the motion. The motion passed unanimously.

Approval of Minutes

- Marcella Barnett motioned to approve the minutes of the October 8, 2019 meeting as presented. Teri Marquante seconded the motion. The motion passed unanimously.

2020 CHD Meeting Schedule

- Chairperson Lynn Bittel confirmed that everyone received a copy of the 2020 Meeting Schedule.

Communications from Staff

a. **CD Manager Updates – Michael Lawson, Interim Manager**

Michael Lawson informed the Committee that he requested to add this item to the agenda because he feels it is important to keep the Committee apprised of Community Development and City happenings.

- Community Development currently has 6 vacancies. Interviews for a new Manager have concluded, they hope to extend an offer this week, and are hoping they are on staff by next month. Staff has determined that the Planner position will be hired by the new Manager. Unfortunately, a new Rehabilitation Programs Supervisor was to begin on November 12th, however they backed out at the last minute. That position is reposted on the City's website. Two Rehabilitation Programs Specialists and the Monitoring and Compliance positions have been posted to the City's website.

- An update to the Housing Study that Heidi Aggeler (Root Policy) is working on was presented to City Council recently. The study is still at a high level with four priority strategies: increase resources, set housing goals, preserve and increase housing supply, and improve processes. There is a Memorandum with additional information regarding the study dated October 7th available on the City’s website or upon request from the Committee. We expect another update to this study in January 2020.
- If there is anything additional that the Committee would like to see from staff at future meetings, please send requests to Lynn or staff.
- A brief update regarding the Tenant Based Rental Assistance program was given. We will be working in conjunction with the Housing Authority to administer that program.

Discussion ensued. Staff answered the Committee members’ questions.

b. **Home of Our Own Program Update – Barbara Abbotts, HOAP Supervisor**

Barbara Abbotts provided the Committee with a printed PowerPoint. The presentation informed the Committee, especially new members and/or guests of a broad overview of the HOAP Program (Home Ownership Assistance Program), program numbers and current outcomes. An unfortunate decline in down payment assistance program participation has been seen due to the housing market and the income restrictions. For example, a family of 4 would need to have an income of \$90,000 per year in order to purchase a \$332,000 home (HUD assigned mortgage limit) which is above the required 80% Area Median Income we are able to serve. Due to this decline, staff is reinstating the Home of Our Own program for first months rent and deposit assistance. This program is designed to assist individuals that can afford rent, but they are not able to save up enough money to pay the first months rent and deposit. This program will be administered by HOAP staff.

Reverse mortgage counseling numbers are increasing as well as foreclosure counseling numbers and loan modifications.

The Committee requested more data regarding Foreclosures for ways to draw City Council’s eyes to the red flags that seem to be emerging regarding the housing market.

Discussion ensued. Staff answered the Committee members’ questions.

c. **Loan Write-Offs – Aimee Bart**

Aimee Bart reported that there were no loan write-offs for the month of October 2019.

During the month of October 2019, \$94,469.19 in Program Income was received.

Program	Income	Year to Date Income
HOME	\$86,330.10	\$1,059,850.55
CDBG	\$8,139.09	\$103,810.65
NSP1	\$0.00	\$0.00
NSP3	\$0.00	\$7,153.68
AVAILABLE UNCOMMITTED FUNDS FOR NEW PROJECTS (APPROXIMATE):		
HOME	\$1,800,000.00	
CDBG	\$180,000.00	

Discussion ensued. Staff answered the Committee members' questions.

Communications from Committee

- a. **Michael Thomas** brought up the topic of City issued Private Activity Bonds for tax credit housing developments. CHFA is encouraging municipalities to issue their own bonds using their own caps versus using CHFA's cap. Discussion ensued.
- b. **Chairperson Lynn Bittel** introduced a vision for Committee Member Briefings at future meetings. He would like each member to give a presentation regarding their expertise in order to better utilize one another's knowledge during the meetings. He would like to begin next month however, **Catalina Vielma** requested that it begin once a new Manager is one board to be present. The Committee agreed that this would be beneficial.
- c. **Charlene Wisner-Howard** requested an update regarding the Mobile Home Park that was closing. Staff and Committee Members responded.
- d. **Hayley Reddish** requested an electronic copy of the 2020-2024 Draft Consolidated Plan be e-mailed to her.

Adjournment

- **Marcella Barnett** motioned and **Bill Moran** seconded the motion to adjourn the meeting. The meeting adjourned at 7:30 p.m.

Minutes taken by: Aimee Bart
Aimee Bart, Administrative Specialist

Minutes reviewed by: Michael Lawson
Michael Lawson, Interim Manager,
Community Development Division

Minutes approved by: Lynn Bittel 12/10/19
Date