

**HOUSING ADVISORY COMMITTEE**  
**Meeting Minutes – February 16, 2018 at 9:00 AM**  
**Courtyard Conference Room**

**Committee Members**

Loree Arthur  
Duward Brown - Absent  
David Corsi - Absent  
Jason Elzy  
Sam Engel  
Pamela Hurlburt  
Andrew Luther  
Teresa Santucci  
Mary Tillery  
Doug Walker (Chair)  
Kelly Wessels (Vice Chair)

**Staff/Council Liaisons:**

Tom Schauer – Senior Planner (Staff Liaison)  
Roy Lindsay – City Councilor (Council Liaison)

**Guests:**

Lora Glover  
Cathy Kemper-Pelle  
Grant Walker  
Rick Ricker  
Paul Hurlburt

**AGENDA:**

1. **Roll Call:**
  - a. Chair Walker opened the meeting and took roll.
2. **Items from Public:** (opportunity for citizens to share information with the committee regarding items that are not on the agenda) - None
3. **Consent Agenda:**
  - a. Minutes: January 19, 2018

**MOTION/VOTE**

**Member Santucci moved and Chair Walker seconded the motion to approve the minutes from January 19, 2018. The vote resulted as follows: “AYES”: Chair Walker, Vice Chair Wessels, Members Arthur, Elzy, Engel, Hurlburt, Luther, Santucci and Tillery. “NAYS”: None. Abstain: None. Absent: Members Brown and Corsi.**  
**The motion passed.**

4. **Work Session Items:**
  - a. **RCC Student Housing Ideas**  
(Cathy Kemper-Pelle, RCC President, information sharing) –
    - Cathy talked about the possibility of creating student housing for the Redwood Campus. Cathy met Jennifer Jones, the Vice President of American Campus Communities. They do many different kinds of student and faculty housing. American Campus Communities just completed a project at SOU called Raider Village, which they operate for the University. A typical unit is four bedrooms with a shared kitchen and two baths. They also do straight apartments. RCC is interested in having Jennifer return to talk about possibilities for their campus. Cathy stated that Community Colleges that have residence halls are free to recruit statewide.
    - Cathy stated that she talked with Jackson County Housing Authority. They have a 4 to 5 acre space that is flat and has access that would be a possible site for a residence hall or Housing Authority Project. Cathy stated that when the Housing Authority builds at a site, services are provided. However, they cannot be a full time student if they are living in a Housing Authority project. Cathy stated that there is a possibility of focusing on veterans for this project. There was discussion on allowing

students to live in these units for a certain amount of time after graduation to keep the units full.

- Cathy stated that this committee might want to meet with American Campus Communities for ideas for housing projects. Cathy talked with Asante and the problems they are having hiring people because of lack of housing. There may be a possibility of this company building a facility that would be temporary housing for new employees.
- Member Elzy asked about barriers with potential limited student population and what other barriers there may be to putting in housing.
- Cathy stated that utility infrastructure is still an obstacle.
- Member Elzy talked about veterans who are also students and families with somebody working and somebody going to school being eligible.
- Member Elzy mentioned that he has toured Raider Village and they build a really nice project. He feels we can look at student housing as well as affordable housing. Some of the costs for utility infrastructure could be shared to help offset those costs.
- Cathy is hoping to get something in the planning stage within the year.

**b. Roles and Responsibilities: Committees, Committee Liaisons**

(Lora Glover, PCD Director, information only) - Lora stated that Staff Liaisons are City Employees who have significant staff responsibilities that relate to the same work as the advisory committee they are assigned to. Lora said that liaisons do not work for the group, but provide information. They do not participate in deliberations, they ensure that public meeting law requirements are met, and they provide professional guidance and recommendations. They provide updates to the committees regarding important issues related to those committees and serves as a communication between the City Council and the committees. They assist in staying on track and focused, and maintain a positive working relationship with the committee.

Lora stated that The Housing Advisory Committee explores opportunities to facilitate provision of housing for all income levels, and it makes recommendations to the City Council. They promote public awareness of housing resources and promotes public participation in identifying and addressing housing issues and needs. The Committee conducts those public hearings specified in the City's CDBG citizen participation plan, which are not reserved to the City Council for decision-making.

Lora handed out the Strategic Plan on the action items. She explained this process is to help Council meet its goals of leadership and to provide direction in the development of the City's budget.

Lora stated that we start talking about goals in August. The Committees, City Departments, City Council and community participate in this process. All objectives and action items are listed under one of the Council's five goals. Then the Council scores their priorities. The Council then adopts the Strategic Plan and staff moves the plan into the budget process. The Budget Committee will then allocate the appropriate resources and then staff starts to implement it in the next fiscal year.

Lora stated the City Council's five goals are –

- keep citizen's safe
- provide cooperative shared leadership
- encourage economic opportunities
- facilitate sustainable, manageable growth

- maintain, operate and expand our infrastructure

There are 21 objectives and 100 Actions.

Lora stated the top nine essential priority actions for this year are –

- New Water Treatment Plant
- Adequate supply of affordable housing opportunities
- Reduce homelessness/vagrancy downtown
- Enhance Riverside Park
- Develop parking management plan
- Improve hiking/biking access to Dollar Mountain
- Landscape amendments focusing on xeriscape, planter strips and reducing landscape strips
- City-wide pavement condition assessment
- Develop Hillcrest Park

Lora shared the Council Urban Renewal Agency priority list. Those projects are:

- Utilities: Sewer and Water
- Infrastructure: Projects that will create Economic Development opportunities
- Blighted areas
- Business incubator/maker space
- Park improvements

Lora stated that the Council is focusing separately on the Urban Renewal Agency this year. Those focuses include Utilities – sewer and water, infrastructure – projects that will create Economic Development opportunities and potential jobs, Blighted buildings, Business Incubator/Maker Space and Park Improvements.

- Under encouraging economic opportunities that is essential, identify underdeveloped land, focusing on business park use, lodging and commercial uses.
- Maintain, operate and expand our infrastructure to meet community needs in the Spalding Industrial Park.
- For the desirable economic opportunities, Towne Center Plaza, business incubator, building rehab program and convention center and focus on the sewer plant.
- Under beneficial projects to encourage economic opportunities they have north 6<sup>th</sup> and 7<sup>th</sup> Streets corridor, Riverside Park, blighted building removal and/or replacement and study streetscape/streetscape implementation.
- Beneficial projects to maintain, operate and expand our infrastructure to meet community needs are water plant, North end improvements and Vine Street.

There was discussion on advocating for more staff time to help with this Committee. Lora mentioned that Ryan Nolan may be able to help.

c. **Barriers to Affordable Housing & Tolls** (continued)

(Committee discussion and direction)

- Tom gave an overview presentation. He talked about barriers and tools to affordable housing. He talked about identify goals, potential barriers and tools, and outreach to stakeholders.
- Tom stated that he will take feedback, make a list of tools, and then evaluate what to recommend to City Council.
- Tom suggested comparing our list with Jackson County's list. Medford's City Council adopted a Construction Excise Tax. They also approved the creation of a formal standing Housing Advisory Committee, approval to

develop and implement a list of tools they have identified, and approval to direct staff to put in place the SDC deferral process.

- Tom stated that we do not need to use the same tools, but we could do a stakeholder outreach to determine the issues here. Some of the things this committee talked about is doing stakeholder interviews, online surveys, compiling results into a forum that is open to the public and stakeholders and sharing those results to talk about potential solutions.
- Tom handed out a list of potential stakeholders. He suggested having the same kinds of interview questions with this committee. He asked the committee to let him know if there is anyone who should be on the list that is not. The public forum is scheduled for Tuesday, March 13 at 3:00 or 4:00.
- Tom suggested including Members Elzy and Corsi for the interviews.
- Tom stated that the committee and staff could reach out to people to let them know about the online survey and public forum.
- Tom is compiling a list of tools for this committee's consideration. He would like to get a list of recommendations to the Council.
- Tom shared a tools list from Medford, Corvallis and Seattle. He explained how he compiled the list and if we were implementing them at the City level, County level or if we needed to create a non-profit organization to fill that role in the community.
- Tom stated that we need to make sure we have the right list of stakeholders and the right list of questions.
- Chair Walker stated that there is a question asking stakeholders why builders are not building affordable housing. He suggested making the list say affordable housing, workforce housing, rental properties, and denser units.
- Discussion followed.
- Chair Walker asked if anyone wanted to discuss anything from the Jackson County List.
- Member Elzy stated that the way Medford went about this list was to take all of the ideas, initiatives and what could be a tool. Then broke them down into regulatory and financial. Then those were prioritized into low hanging, easy to accomplish, short term, midterm and long term. That helped to formulate their thoughts to make recommendation to City Council and give the staff direction to say here is the list and here are the priorities on the list.
- Member Elzy stated that one of the ways Medford passed the CET was to get buy in from the Home Builders Association and making sure they were at all of the stakeholder meetings. He feels that Josephine County Home Builders Association could be a big ally. If you don't get buy in from some of the builders in this area because it is a tax on them, it might be a difficult task to accomplish. They did also have benefits to go along with the CET. One of them was to expand the UGB where builders are wanting to build. They also attached the SDC deferral.
- Tom stated that he has been outreaching to some of the potential speakers to come talk to this committee. He thought it might be helpful to have Jim Long from the City of Bend come talk about doing a multifaceted housing program. Tom thought it might also help to invite Kelly Madding, Deputy City Manager for the City of Medford or Matt

Brinkley, Planning Director for Medford, to share their experience in what they just went through.

- Member Elzy stated that before we can do this we need to get some feedback from some of the stakeholders.
- Tom will send a link to the online survey to this committee so it can be passed on.
- Chair Walker talked about the list of tools to move forward with. The first step being for this committee to look at the list of ideas and find out if there are any more details we need to know about and then discuss them, look at the barriers that come out of the survey results and talk about the tools to overcome those barriers.
- The March meeting would be to discuss the barriers that might come out of the surveys.
- The April meeting would be to discuss, choose, talk about tools that we might apply to those barriers we learned about at the previous meeting.
- There was discussion on CET's and what Bend and Medford are doing to get the 15% back into the county to use for home buyer grants.
- Tom stated that he is researching some of the tools from Medford's list to see if we qualify for those.
- Member Elzy explained how Medford accomplished their list during regular meetings. He stated that there were multiple items the group was undecided on so those stayed on the list with the idea that it would continue to be flushed out with a permanent housing advisory committee and additional staff time.
- The committee decided to move forward using the three lists from Seattle, Medford and Bend.

**d. Discussion and Motion re: Allen Creek Rezoning and Small Area Plan**

- Tom stated that the idea is to get some of the land in the UGB expansion area rezoned from rural zoning to urban zoning so that people can build urban housing there. This is usually done after the transportation system plan is complete however, they want to get some of that land in the inventory sooner. This location already has water and sewer and is in the process of having the street design for an urban upgrade. It also has three different residential zones.
- Tom said they need to look at the street layout coordination and get the wetlands plan adopted.
- Tom said other options are to rezone this area, looking at preapproving a development plan for the whole area or each one develop on its own.

**MOTION/VOTE**

**Member Santucci moved and Member Engel seconded the motion to ask Council to initiate rezoning of the Allen Creek area with an emphasis on the Small Area Planning.**

**The vote resulted as follows: "AYES": Chair Walker, Vice Chair Wessels, Members Arthur, Elzy, Engel, Hurlburt, Luther, Santucci and Tillery. "NAYS": None. Abstain: None. Absent: Members Brown and Corsi.**

**The motion passed.**

## **5. Information Sharing:**

### **a. Items from staff –**

- Tom stated that he will continue to outreach to folks to come speak to this committee.

### **b. Items from committee members –**

- Member Engel stated that he would like to learn more about the barrier of water at RCC and the housing proposal.
- Councilor Lindsay stated that this is a complex issue. There is a lot of money involved.
- Tom stated that Cathy and Aaron Cubic are having conversations about this.
- Member Santucci stated that yesterday was Housing Day. This began the Oregon Housing Alliance. She gave a handout to the committee about this.
- Member Tillery said the US Department of Agriculture is doing their 10 year plan. They periodically include or exclude Grants Pass from rural housing financing. They are taking input and she will be writing a letter and invited the committee members to be a part of this. The advantage of being part of this is they allow 100% financing for low income buyers.

### **c. Items from Council liaison –**

- Councilor Lindsay stated that the sooner the CET goes in the more money we have in the future. The idea of delaying the SDCs until the time of occupancy also has a very short range immediate impact. He is encouraging this committee to recommend at least those two.
- Councilor Lindsay stated that he appreciated all the work this committee is doing. He sees positive energy and direction going forward.
- Member Hurlburt stated that she thinks it is important that the survey ask about the CETs and SDCs to get their feedback on how they feel about this.
- Member Hurlburt stated that if they don't know the Excise Tax may be coming, it would be important to have in the survey.
- Chair Walker stated that his impression of the Strategic Planning Committees response to this committees requests were positive. They seem to be willing to be active participants.

## **6. Agenda Building for Next Meeting:**

- Chair Walker stated that since this committee has a lot to do the next two months, it might be a good idea not to schedule additional speakers.
- Tom stated that Karen Chase would only need about 15 minutes for her presentation.

## **7. Adjournment**

- Chair Walker adjourned the meeting at 11:07 am.

**Next scheduled meeting: Friday, March 16, 2018 @ 9:00 am in the CYCR**

Minutes prepared by Dianne Phelan, City of Grants Pass Administration.