



Jefferson County/City of Port Townsend Housing Action Plan

# Housing Action Plan Network Advisory Group



## Minutes

December 15, 2008

Housing Action Plan Network

San Juan Baptist Church, 1704 Discovery Rd., Port Townsend

**Members Present:** David Rymph, Brent Butler, Phil Johnson, Joe Breskin, Kees Kolff, deForest Walker, Pete von Christierson, Al Cairns, Dan McMillan

**Staff:** Cara Leckenby and Judy Surber

**Guests:** Sara Bolblat, Randy Fox

**Scribe:** Cara Leckenby

Topic	Recommendation/Action	Follow-up (if needed)
Call to Order & Welcome	<p>Chair Rymph called the meeting to order</p> <p>Cara Leckenby was welcomed as new County Staff person.</p>	
Agenda & Minutes	<p>Minutes of November 17, 2008 meeting - approved.</p> <p>Agenda item added: Letter of thanks under Updates from the Chair.</p>	
Updates from the Chair	<p>The City of Port Townsend sent a letter of thanks for the HAPN support of LID funding source application which has been granted. The funds will be used to hire a consultant to review current regulations and suggest further LID ordinances. LID development supports lower costs for housing, particularly during permitting phase.</p> <p>Admiralty Apartments – Chair Rymph noted that the Admiralty Apartments are listed for sale with a price of \$3,800,000. There are 38 subsidized units in the complex. The Jefferson County Housing Authority has approached Shelter Recourses about the possibility of partnering to buy. The first response from Shelter Recourses is that the asking price is too high. An option for the units might be retail on the first floor and housing on the upper</p>	

	<p>floors.</p> <p>Jefferson Housing Authority gained CTED approval of tax credits in relation to the possible purchase of Garden Court Apartments. There will be no application for CDBG funds this year.</p> <p>Workforce Housing Summit planning is moving forward. Member Susan Miller and Chair David Rymph are working on setting a date for the summit, which depends on funding. Funding for the summit will be applied for from the National Association of Realtors grants program. First Federal will also be supplying information regarding applying for funds for the summit from the Community Dividend program</p>	
Defining “affordable housing” and “workforce housing”	City staff Judy Surber presented definitions of affordable housing. Concern was expressed regarding narrow definition, and lack of definition for the permanence of affordable housing. Judy Surber will research categories below “affordable housing” in tier (Very Low and Extremely Low).	Staff follow up
USDA Loans	Member Susan Miller was absent from the meeting, this item was not discussed.	
Public Outreach – HAPN Brochure	Chair Rymph expressed the need for a graphic designer to work with pre-determined text and information regarding the HAPN mission, organization and goals in creating a brochure for public outreach purposes.	<p>Member Joe Breskin volunteered to create the brochure layout.</p> <p>Chair Rymph to propose text with help from staff.</p>
Potential sites	<p>Staff Judy Surber presented GIS mapping showing all City owned properties within the city of Port Townsend. Some of the properties were purchased with Stormwater funds and many are unsuitable for development. Further research will be conducted on the Umatilla Hill 1 acre site, the Levinski Property (which has been re-platted) and the Cherry Street site.</p> <p>Jefferson County - Member and County Commissioner Phil Johnson suggested 13 acre site in Quilcene. Questions were asked regarding the County owned properties within the city, including the QFC site, the fairgrounds.</p> <p>There may also be possibility for Port Authority</p>	

	land within City Limits.	
Public Comment	Randi Fox, Architect, would like to be on the agenda for the next meeting to present Shed Boy stock plans and ideas.	Staff to include on next agenda.
Break		
Motion for action for upcoming joint Council and Board meeting	Kees Kolff made a motion directing Chair Rymph to draft a letter on behalf of HAPN stressing the importance of the housing problem, importance of continued staffing, importance of identifying available lands for affordable housing development, the importance of working with other public entities (i.e., the Port of Port Townsend), informing the Board and Council of current priority for Workforce Housing Summit. The motion was seconded and passed.	Chair Rymph to forward letter to staff for inclusion in packets to BoCC/CC.
Next Meeting	<p>January 19, 2008 (tentative)  3:30-5:30pm  Ideas for the next meeting were discussed:</p> <p>“Stock Plans” presentation and discussion  Workforce Housing Summit  Mountainview Site  Update on joint meeting  Results of First Federal Community Needs Assessment</p>	