



Jefferson County/City of Port Townsend Housing Action Plan

# Housing Action Plan Network Advisory Group



## Minutes

August 15, 2007

Housing Action Plan Network  
Pope Marine Building, Port Townsend

**Members:** Sandy Hershelman, Marcia Schwendiman, Pete von Christierson, Susan Miller, Al Cairns, L. Katherine Baril, Joe Breskin, Steven Emery, Michelle Sandoval  
**Scribe:** Joel Peterson

**Guest:** John Austin, Cheryl Bozarth, Jamie Maciejewski

**Staff:** Joel and Judy

I. HAPN 'Clearinghouse' Agenda: { CDBG General Purpose Grant  
{ City endorsing DV/SA  
{ County endorsement

A. DV/SA explained their project

**Motion:** HAPN shall provide letter of support for DV/SA project. Judy S. will compose letter.

B. Jamie Maciejewski, Habitat for Humanity

- 4 houses on 20<sup>th</sup> St.
- 2 houses on 21<sup>st</sup> St.
- 2 more houses on 21<sup>st</sup> St. next year
- Have purchased 6 more lots beyond that

Timeline: Put in streets 2008  
Three houses 2009  
Three houses 2010

Alternative plan is to go to Housing Trust Fund, through home ownership program in 2008. \$25,000/house is generally what's approved.

Grants want funds to be spent right away, i.e. two houses next year. Housing enhancement funds would be sought to tag onto that.

Housing Trust Fund has held some risk in coming through. Approving organizations that has pipeline capacity—give as you can spend it. Could get some money if there's uncommitted/unused funds.

Store raises 2/3 of funds for Habitat For Humanity houses. Store would need accessibility upgrades, e.g. elevator. Would provide extremely low income apartment. Community Development Block Grant looks for *new* housing.

Parenthetically, there may be a round-about traffic structure near there, the house is in Right Of Way, some city planning around this.

Building mortgage is down to \$140,000 (capital campaign).  
Stage Two: How to make the building work better. Store growth is prevented by inventory space needs.

CDBG Workshop in Lacy, WA -receive questionnaire to be completed at public hearing at county.

USDA grant workshop at Jefferson County Library, August 27<sup>th</sup>. (Katherine Baril)

## II. Public Comments

Low income housing prioritized at “10”, Item #43. What does the number mean?

Katherine Baril: Stay focused on affordable housing. Why fund infrastructure that should come from a government pot of money?

## III. Draft Rules and Procedures (See handouts)

Resolution by BoCC has three year term  
City Council's appointment to HAPN – Article 4  
--make appointments of HAPN representatives to specific seat

County process being investigated: List is presented, appointments made by BoCC and endorsed.

Why the categories for HAPN as they are listed?  
Representative of specific agency, “stakeholders”, or representative of general program.  
We want to be all-inclusive of housing providers and categories.  
Say: “Housing Providers”

Discussion ensued:

How does quorum get established? Of appointed members.  
Does Education get represented?  
How about Energy--green building?

Where does retrofit, insulation, etc. fit in within the categories?  
Interest Groups—if we narrow it, remember that diversity is what drives the discussion.  
Public Works? Infrastructure is *key*. Many problems with infrastructure.  
Also, we're trying to focus on getting cash to address problems  
Where do we want to get elected officials on board to focus surplus land and money?  
Make this (the above comment) part of our every-day agenda.  
Tax roll sales—what are we doing with those lots?!  
Inventory our existing resources—we have a lot we are unaware of. Then, look at retrofitting, etc. Don't want to miss the huge opportunities in our lap.

#### Assignment of Seats

Katherine: Employer or Major Employer

Kevin Coker: Build Green. Al Cairns also interested.

How about saying: "Represent one or two of these constituencies"? Our membership wears so many hats. It's kind of a wish list.

A caution of being too broad—we'll lose some of the focused expertise. A well-rounded team = individuals with specific knowledge, skills and abilities.

#### Term of Seat

3 year terms of office + staggered terms

Support terms that expire to keep group vibrant, and allow people to leave.

Stagger to maintain institutional memory.

Sunset of BoCC support is 3 years—monitoring report needs to be done for continued support of next 3 years.

Email Judy with additional components. Judy and Joel will pass through legal representatives.

#### Voting

Those appointed are officially voting. Public comment period will be used for any other input. One can also appoint an alternate voting representative. For a sense of productivity and focus, group needs to have a core group who votes.

#### Sub Committees

Sub Committees can also be staffed by additional people who lend expertise, who are not appointed.

[5-minute break in meeting]

#### IV. Ranking Exercise #2

Briefing

McMansion—legal—lump sum.

Bainbridge—affordable housing tax not passed—not legal

Linked with tear-downs—Item #13?

Categories can be expanded or lumped—simply gives us an overview.

Category Modifications:

46 & 47—surplus property policy? Define more clearly.

45—looking forward (see chart notes). USFS to surplus housing in Quilcene.

Purchasing/holding/lease-back

Lumping 15 & 16

All category 5, 3

Lumping 48 & 49

Lumping 45 & 46

Discussion: education is key to developing the culture of thinking about affordable housing. Infrastructure costs high to make “boonies” affordable. Infill is not popular, but part of the solution.

V. List of Great Ideas – Judy

- Cherry Street: city owns lots
- Kai Tai Care Center: transition to affordable housing
- Stock presentation for outreach
- City to establish residential targeted areas = special tax valuation for multi-family dwellings.
- Legion, veteran housing
- Lincoln High School: affordable housing? School district owns and would house employees (and by nature of teacher’s pay, is low income housing!)
- Habitat town homes: David Timmons, back of transit center.
- Cracker factory: rehabilitate upper floors, special tax incentives
- Admiralty? Building needs repair.
- Mr. Rosanski: Stock plans for King County housing, Howard Street, OlyCAP with residence above, lease to own.
- Jefferson Transit site
- Jefferson Health Care site
- Main Street: low income district
- Emergency Declaration

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Link these “Great Ideas List” items to our Action Items

Further Great Idea discussion:

Surplus property on 35<sup>th</sup> ? For park; reverted back and owned by City (Is it still supposed to be a park?) Reverted back to City and does City have discretion over how it's used? (West of Corona)

Ball field is passive park; 1/3 or so is wetlands. But no money to maintain as a park.

Stephen Paysee: Take marginal lands, enhance the wetlands & lower density for affordable housing.

Other surplus property idea: unopened street Right of Ways.

Port Ludlow no longer accepting stock plans (as of 6 months ago)?

## VI. Public Comments

Katherine Baril: 18-20 year old demographic- people want to volunteer.

Community service models: "BASEL" (check spelling)—this community has a lot of philanthropy projects, intergenerational workforce.

"RECOVER" – housing rehabilitation, model in Vermont

MOU—City/County will coordinate with adding additional action items.

Judy has matrix of Monitoring Success:

- # of units built/lost
- Funds awarded, raised
- Educational outreach (# in audience)
- Properties identified, donated, set aside
- Success depending on others-how do we measure?
- Changes in policy and ordinances
- Track properties that may be going out of HUD & USDA exp. dates, sunsets
- Public awareness-how to measure?

## VII. Next Agenda

Agenda item from Al Cairns: request for letter of endorsement for PUD project

PTTV: (Steve Emery) Presentation for public outreach

Results of Action Ranking

Forming Sub-committees around action items

Job creation- where did this go?

Discussion: EDC is working on this, not to focus on this, priorities list. Need partnership and awareness. Companies won't come without affordable housing. Collaboration. \* How does housing create jobs in the community? Housing for teachers, police, etc. Salary surveys, or other opportunities—like recreation—are factors.