

ITEM 3: Approval of the May Meeting Minutes

Approval of the May 2023 Executive Board Meeting minutes

Attachments

- A. Summary Minutes to Executive Board Meeting (May 11, 2023)

A REGIONAL COALITION FOR HOUSING (ARCH)

Summary Minutes to Executive Board Meeting

May 11, 2023
9:00am

Hybrid Meeting

Present:

Diane Carlson, City of Bellevue, Deputy City Manager
Kyle Stannert, City of Bothell, City Manager
Dean Rohla, City of Clyde Hill, City Administrator
Debbie Bent, Kenmore, Community Development Director
Kurt Triplett, City of Kirkland, City Manager
Wally Bobkiewicz, City of Issaquah, City Administrator
Alison Van Gorp, City of Mercer Island, Deputy Director, Community Planning Department
Steve Burns, City of Medina, City Manager
Mark Hofman, City of Newcastle, Community Development Director
Carol Helland, City of Redmond, Director of Planning and Community Development
David Pyle, City of Sammamish, Director of Community Development
Brandon Buchanan, City of Woodinville, City Manager

Absent:

Simon P. Foster, King County, Housing, Homelessness and Community Development Division Director

Others Present:

Maia Knox, City of Clyde Hill, Assistant City Administrator
Linda Abe, City of Bellevue, Affordable Housing Planning Manager
Ian Lefcourte, City of Redmond, Senior Planner
Lindsay Masters, ARCH, Executive Director
Raquel Rodriguez, ARCH, Program Coordinator
Mike Stanger, ARCH, Senior Planner
Elsa Kings, ARCH, Housing Trust Fund Program Manager
Yelias Bender, ARCH, Senior Program Officer
Terrell Edwards, ARCH, Housing Planner
Patrick Tippy, ARCH, Affordable Housing Program Manager

1. CALL TO ORDER

Ms. Helland called the meeting to order at 9:05am.

2. APPROVAL OF THE AGENDA

Ms. Helland asked for changes to the agenda of May 11, 2023. No changes were made.
Mr. Triplett moved that the agenda be approved. Seconded by Mr. Pyle. Approved 9 – 0.

3. APPROVAL OF THE MINUTES

Mr. Stannert noted a correction on the attendees for the meeting of April 13, 2023, noting Mr. Hofman's presence.
Mr. Pyle moved that the minutes be approved with the amendment. Seconded by Mr. Triplett. Approved 9 – 0.

4. PUBLIC COMMENT

No public comments.

At this time Mr. Hofman, Mr. Bobkiewicz, and Mr. Rohla arrived at the Executive Board meeting.

5a) ARCH 2024 Work Program and Budget Development

Before discussing the agenda item, the Board welcomed Ms. Knox, the new Assistant City Administrator for Clyde Hill, who will serve as the alternate Board member for Clyde Hill.

Ms. Masters reminded the Board of recent deliberations on the Budget and Work Program, including a specific request for legal services made of ongoing services and one-time services. Following last month, Ms. Masters communicated with individual Board members on capacity to fund one-time services, and reported that most members did not have sufficient funds for one-time services, but also preferred not to reduce Trust Fund contributions, and would therefore prefer to use reserves, if available. Staff have reviewed existing reserves and Q1 financial activity and can project there will be adequate reserves to fund the one-time legal fees. Ms. Masters also shared one change to the budget is to the estimated City of Bellevue COLA. Staff received guidance that projected CPI increases are resulting in a 5.85% COLA, up from an earlier estimate. This figure is now incorporated in the draft budget. Ms. Masters noted that at the June Board meeting, a formal motion would be presented to use ARCH reserve funds and could accommodate any conditions or monitoring the Board would like to attach to those funds.

Mr. Stannert thanked Ms. Masters for the early outreach ahead of the meeting and supported the proposal, noting some concerns about the amount of funding for legal services without a more specific breakdown of the costs.

Mr. Pyle inquired why ARCH is on an annual budget when members are on a biennial budget, noting the goal to limit mid-bi budget adjustments. Ms. Masters noted that there are different budget cycles with some members still on annual cycles. Mr. Triplett noted that at the beginning of ARCH all cities were on an annual budget, and that is how the ILA was crafted. Mr. Hofman noted that Newcastle is still on an annual budget and likely to stay that way. Ms. Knox noted Clyde Hill is also on an annual budget.

Ms. Helland inquired if any other information is needed before bringing back the budget with adjusted COLA and the motion for legal services. Board members indicated their support.

Ms. Masters noted there are still comments coming into the Work Program from members and shared some suggested edits to the 2024 Work Program priorities, including a priority to advance one or two legislative priorities, and to support members with Comp Plan updates and new state requirements for local planning.

Mr. Triplett asked for clarification around the legislative priorities, and asked if the REET Bill would be the main bill that ARCH would focus on in 2024. Ms. Masters responded that the REET bill will be a top priority in 2024, but it is also up to the Board if there are other bills that are likely to come back that did not pass this year but may be a topic for discussion next year.

Ms. Helland noted the TOD bill is expected to come back next year, and because of the different way cities do legislative agendas, asked how to get more specific support to enable ARCH to advocate on behalf of cities on a shared priority. Mr. Pyle noted that cities are going into an election year and that can result in a shift in political direction and there may not be alignment going forward. Mr. Buchanan agreed it would be difficult to come up with something everyone agrees on, and the specifics matter even when there is agreement on principles; it will be a real challenge to get agreement on something specific enough to be meaningful. Mr. Hofman agreed, but noted it's still worth examining and having the conversation.

Ms. Masters noted that we could continue to take the approach of supporting cities in their efforts to advocate, but not advocate on behalf of members, but also convene members early enough to identify areas of consensus and potentially influence legislation before it's introduced.

Mr. Pyle added that he agrees with the added priority of 'supporting members with implementation of Comp Plan updates and compliance with HB1220 and HB1110' and the City of Sammamish will be looking to ARCH for assistance with those. Ms. Helland, referencing the priority Mr. Pyle mentioned, asked if ARCH could amend the verbiage so that it reads 'Support members with implementation of Comp Plan updates and compliance *with state mandates such as* HB1220 and HB1110', in order to not narrow the support that ARCH can provide. Board members did not have concerns with that amendment.

No further action is required from the Executive Board at this time.

5b) KCHA Kirkland Heights Revised Funding Recommendation

In December, the Executive Board approved recommendations from the Community Advisory Board to fund a total of eight projects. Some projects were only recommended for partial funding due to limitations in available dollars, including Kirkland Heights, a 276-unit redevelopment owned by the King County Housing Authority. Since then, King County staff notified ARCH that the 2023 CDBG grant amounts were finalized, creating an opportunity to advance an additional amount of funding to the project. The Community Advisory Board discussed the project and recommended allocation of the funds as described in the packet. While ARCH is aware of a range of other projects with anticipated need for funding later this year, staff supports the CAB's intent to expedite the investment of available funds to a project that can proceed with construction this year, given the expenditure deadlines that apply to CDBG funds. This would also help reduce carrying costs that will add to the project cost

Mr. Hofman brought up that the issue when funding this project in the past was cost of renovation vs. cost of new, and even though we proceeded and supported the project in the fall, he wondered if what comes relates to those increased costs or are we still on track. Ms. Masters responded that the budget has not changed from what it was presented in the fall, we simply did not fund the full request. In addition, the project had two \$5 million requests to the State Housing Trust Fund and they are still on the waiting list for those dollars. There is a very good chance of getting an award from the state, but not likely the entire amount requested.

Ms. Carlson asked if there were other projects eligible for the CDBG funding that ARCH did not fund in the fall. Ms. Kings responded that ARCH engaged in a pipeline discussion to understand any potential projects that could be coming to ARCH for funding in the next couple of rounds and there were some projects eligible for CDBG funding, however, those projects would not be able to expend the CDBG amounts in the time required by King County while the Kirkland project is ready to meet those requirements. Ms. Helland also noted that projects like these help to protect against displacement.

Mr. Hofman moved to approve the updated funding recommendation of the CAB for referral to the JRC. Seconded by Mr. Pyle. Approved 12 – 0.

5c) Overlake Village TOD RFP

Ms. Elsa Kings briefed the Executive Board on the future affordable transit-oriented development project on Sound Transit property at Overlake Village, presentation can be found in the Executive Board packet.

Mr. Triplett asked what was known about Bellwether, since he was not familiar with them and asked for clarification of the role of the Redmond Police Department. Ms. Kings responded that Bellwether is a big company that has worked on many non-profits in the past, Ms. Masters added that Bellwether is one of the largest and oldest non-profits that develop affordable housing in Seattle. Ms. Helland, addressing the funding allocated towards the Police department, clarified that is looking for substation space due to police response time taking longer than usually to get to that location, but Redmond will be having internal discussions on whether this is the best way to allocate those funds being given the mix of other culturally relevant providers in that project, or if another space on the Microsoft campus would be more appropriate.

No further action is required from the Executive Board at this time.

5d) Housing Trust Fund Application Interest and Parity Update

Ms. Masters presented a summary of the 2023 to 2024 Application Interests Received for the Housing Trust Fund. Ms. Helland inquired about the Emma McRedmond project, noting Redmond has already committed \$600k to that project. The presentation also included ARCH funding availability in 2023, a recap of recent discussions about parity goals, and an update on the legislature not acting on any new local revenue sources for affordable housing

development this session. However, ARCH members were extremely successful in aligning and coordinating efforts to demonstrate a strong show of support for the local option REET bill (HB 1628, the Affordable Homes Act).

Mr. Triplett noted that there is no solution without a revenue source, and proposed an idea to convene legislators to hear from the people actually doing the projects rather than just hearing from the cities.

At the June meeting, the Board will have an opportunity to discuss and approve a set of priorities for the Trust Fund guidelines this year.

No further action is required from the Executive Board at this time.

6) OTHER BUSINESS

Verbal Updates

- Hiring updates – Raquel Rodriguez was promoted to Program Coordinator, the promotion will be to focus on outreach efforts and further support programs and events. Patrick Tippy was also hired to support the Bellevue Housing Stability Program. Ms. Helland suggested that Board members should save the date for the Together Center grand opening on September 9, 2023.

- Strategic Planning Committee update – Ms. Masters notified the Board that the committee is ready to start convening. Ms. Masters also expressed her gratitude to the Board members that volunteered – Mr. Triplett, Ms. Bent, Mr. Hofman, Ms. Carlson, and Community Advisory Board Chair, Ms. Olga Perelman, will also join the committee.

- Upcoming Agenda Items – Ms. Masters noted upcoming agenda items, including Community Advisory Board Appointments. ARCH staff has carried out a recruitment process and received many applications. Staff will be bringing those applications to the Executive Board for approval.

Ms. Helland asked Board members how they like the hybrid model we currently have for the Executive Board meetings, if members would like to be solely remote then that is something that should be discussed.

Ms. Helland noted that there is a lot of work going on in different cities on code developments and regulation updates and asked Board members if there is any advantage in discussing what different cities are experiencing at a later meeting. Board members agreed.

At this time Mr. Burns left the Executive Board meeting.

7) ADJOURNMENT

Mr. Pyle moved to adjourn the board meeting. Seconded by Mr. Hofman. Approved 11-0.

The meeting was adjourned at 10:28am.