

ITEM 3: Approval of the February Meeting Minutes

Approval of the February 2023 Executive Board Meeting minutes

Attachments

- A. Summary Minutes to Executive Board Meeting (February 9, 2023)

A REGIONAL COALITION FOR HOUSING (ARCH)

Summary Minutes to Executive Board Meeting

February 9, 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
Wally Bobkiewicz, City of Issaquah, City Administrator
Debbie Bent, Kenmore, Community Development Director
Kurt Triplett, City of Kirkland, City Manager
Alison Van Gorp, City of Mercer Island, Deputy Director, Community Planning Department
Steve Burns, City of Medina, City Manager
Scott Pingel, City of Newcastle, City Manager
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:

Kelly Rider, King County, Director of External Affairs, Department of Community & Human Services

Others Present:

Chad Vaculin, Housing Development Consortium, Advocacy and Mobilization Manager
Mark Hofman, City of Newcastle, Community Development Director
Mary Connolly, City of Clyde Hill, Management Intern
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
Adam Matza, ARCH, Rental Program Officer
Yelias Bender, ARCH, Senior Program Officer
Elsa Kings, ARCH, Housing Trust Fund Program Manager
Yelias Bender, ARCH, Senior Program Officer
Terrell Edwards, ARCH, Housing Planner

1. CALL TO ORDER

Ms. Helland called the meeting to order at 9:02am.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF THE MINUTES

Ms. Helland asked if there were any changes to the minutes of January 12, 2023. There were no changes.
Mr. Triplett moved that the minutes be approved. Seconded by Ms. Carlson. Approved 11 – 0.

4. PUBLIC COMMENT

No public comments.

5a) Legislative Coordination and HB 1628 update

The Housing Development Consortium (HDC) has been working with legislators to on HB 1628, which was introduced in January and had its first public hearing on February 7th. The bill has 31 sponsors and a robust community of advocates who are prepared to show their support. Chad Vaculin, HDC, presented to the board to provide an update on the legislation and shared ways for cities to show their support.

Ms. Bent asked if a letter of support from ARCH signed by all member cities would be needed in the case of a bill like this where all jurisdictions support it. Ms. Masters responded that in the past, members have not weighed in on individual bills as a coalition, but have expressed shared support for broad priorities. However, this bill is unique because the member elected officials have been engaged on the topic since last year and the ARCH Board has spent a lot of time discussing its importance. If the majority of board members support a letter from ARCH, then that is something that can be done, but individual city efforts are still encouraged.

Ms. Helland agreed and added that individual cities' efforts will be important so that councilmembers are also aware of the support shown towards HB1628.

Mr. Stannert shared that the early discussion and coordination on this item was important and helpful to get supporting language in Bothell's legislative agenda, but remains cautious about getting in front of any councilmembers, and would be willing to talk to the council if the Board wants to do something, but suggested that the board craft a coordination statement where jurisdictions show support and talk about their membership in ARCH.

Ms. Helland agreed and added that ARCH staff should draft a letter that could be sent from cities individually referencing that as members of ARCH, housing as important to our regional success and livability and then circulate to board members so they can decide how to best matriculate through their internal processes as they see fit. Board members agreed.

Ms. Masters noted that the Association of Washington Cities (AWC) will also be putting out a template letter for cities to sign onto. Ms. Helland asked Ms. Masters to keep the board updated on that letter as well, and also asked Ms. Masters to prepare a letter that could be the voice of the coalition for cities to use individually. Mr. Stannert suggested perhaps staff could simply prepare a few sentences to add to the AWC letter. Mr. Vaculin agreed both approaches would be work as long as its coordinated.

Mr. Triplett shared that he thought a more powerful statement could be specific to the projects that are ready and need funding, and is an opportunity ARCH has to help cities show funds can be put to work quickly.

Ms. Masters agreed to get back to the Board on an approach, and then turned to the broader question of legislative coordination, noting this is an emerging topic that should be addressed in the upcoming strategic plan.

Ms. Helland pointed to the framing questions in the agenda, and asked what resources cities currently expend to develop their legislative priorities. Ms. Carlson responded that the City of Bellevue has a state and federal lobbyist, two dedicated in-house staff as well as multiple departmental resources for reviewing legislation. Ms. Helland stated the City of Redmond has a dedicated governmental affairs person, a lobbyist at the state level and city directors also take time to review bills.

Mr. Triplett noted the City of Kirkland has a dedicated governmental affairs position, a contract lobbyist in Olympia, and directors who are the subject matter experts.

Mr. Stannert noted the City of Bothell has no dedicated staff but does have a contract lobbyist firm at the state as well as at the federal level, and the rest is made up by the city manager's office and departments for subject matter expert review. Getting internal coordination settled first will be a priority before coordinating with other entities.

Ms. Bent shared that the City of Kenmore has a contract state lobbyist but no dedicated staff, but the deputy city manager has a focus on housing, and the city is in the process of creating a dedicated housing manager.

Mr. Pingel noted the City of Newcastle has a state lobbyist and then the rest is done between Mr. Pingel and directors. Ms. Van Gorp shared that the City of Mercer Island has no dedicated staff, and this is their first year having a contract state lobbyist, but staff is stepping in and helping where they can.

Mr. Rohla stated the City of Clyde Hill does not have a dedicated lobbyist or designated staff. Mr. Burns also noted the City of Medina does not have dedicated staff, rather it falls on directors to monitor and weigh in, there is one contract to help with lobbying on issues related to 520, but no other resources.

Mr. Pyle shared that the City of Sammamish has \$100K across two years to support a dedicated lobbyist consultant; one of the council's priorities is support for the State Trust Fund, but staff do need council direction to be able to sign onto anything more specific like REET3. Staff are challenged with the turnaround time to do this during the session, and any lead time is appreciated.

Mr. Buchanan shared the City of Woodinville has an intergovernmental affairs person to help keep track of what is going on in Olympia and a contract state lobbyist, as well as directors that look at specific bills that are flagged for input and comments.

Ms. Helland raised the question of what timing is needed to coordinate legislative agendas, if councils are willing to coordinate, and does anyone incorporate outside agencies' agendas. Redmond used to but does not. Ms. Carlson said Bellevue is the same.

Ms. Masters added that there are a couple options, one would be similar to the approach taken last year where ARCH convenes members to discuss a specific topic and priority it wishes to advance; another broader approach is to convene either intergovernmental or planning staff that help prepare cities' housing priorities and determine areas of common interest and potential alignment.

Mr. Pyle noted that within the countywide planning policies under review by GMPC there is an emphasis on collaboration and partnerships to accelerate delivery of housing, as well as policy direction on how cities can take credit for collaborative efforts, and those are important background points that are reasons Sammamish would support greater collaboration and partnership in this area.

Ms. Carlson offered that Bellevue's process starts with staff generating ideas in the summer, and then transition to government relations staff, and either of those could be good timing to call together those experts to see what is emerging to disseminate to cities that don't have dedicated staff. Ms. Helland offered this could be a Q2 meeting of ARCH liaisons.

Mr. Stannert reiterated a similar July/August timing for staff to meet with the city's lobbyist, so an ARCH conversation before September would be very helpful.

Board members continued discussing this item.

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

5b) Rent Increase Policy Development Update

Ms. Masters updated the Board on ongoing policy development regarding increases in rental rates within members' affordable housing programs and projects. Key updates to highlight include interviews with agencies outside Washington, meeting with demographers to see how HUD median income compares to other benchmarks, discussion with WSHFC on statewide policy prospects, additional outreach to property managers and creating a working group of stakeholders to discuss refined options.

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

5c) Affordable Housing Incentives Presentation (continued)

Mr. Stanger, ARCH Senior Planner, continued briefing and discussing the local inclusionary housing and MFTE programs, demonstrating the types of analysis ARCH conducts to support program development through a dashboard with various inputs and outputs, and discussed further opportunities to utilize those tools more fully across the region. Presentation can be found in the Executive Board agenda.

Board members noted the appreciation for the dashboard created by Mr. Stanger and briefly discussed ways that the tool could be used by cities.

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

5d) Apple Health and Homes Program

Ms. Masters briefed the Board on this item, sharing that the State is in the process of establishing a new program called Apple Health and Homes that funds the development and operation of specific units in permanent supportive housing (PSH) for a subset of individuals enrolled in Foundational Community Supports (FCS). To implement the program, the Department of Commerce developed draft guidelines that establish requirements and detail the roles of different agencies. ARCH provided some feedback together with other public funders in King County and signed onto a comment letter organized by the Washington Coalition for Permanent Supportive Housing. Both ARCH and Kenmore have been closely following the establishment of the program because the State has indicated its desire to invest those funds in the Plymouth Housing project located in Kenmore. ARCH staff will continue to track the development of this program and provide updates as the State moves forward on its implementation.

Mr. Triplett ask what the rationale from the State to set-up a separate referral process was. Ms. Masters responded that there was language in the legislation that talked about a coordinating entity helping to get people who meet the eligibility criteria placed, and the State interpreted that as creating a new entity rather than coordinating with existing entities.

No further action required from the Executive Board.

6) OTHER BUSINESS

Verbal Updates

- Strategic Planning Update – Ms. Masters updated the Board on this item, providing a recap of the Board’s goals and guidance on the process of implementing those goals. Ms. Carlson would like to think about capacity and maybe flexibility to adjust the schedule, so the right questions and touch points are addressed. Ms. Masters agreed.
- Middle Housing RFP release – Middle Housing Funds were put out into an RFP and staff expect proposals from Community Based Organizations due on Friday 2/10/2023.
- Recruitment updates – Two new positions are currently being advertised.
- Horizon at Together Center lease-up – The Together Center project is moving forward and taking applications for 80 new units in the first phase that will serve people at 30-50% AMI levels and ARCH has sent out an announcement on this to their mailing list.

Ms. Helland reminded the Board that she sent out the template for Ms. Masters’ performance evaluation and needs board members to reach out by Friday, February 17th.

7) ADJOURNMENT

Meeting was adjourned at 10:25am.