



Whatcom County Housing Advisory Committee Meeting Minutes

Meeting Date/Time/Location: November 13, 2008 - 9:00-10:32AM – Whatcom County Health Department, 509 Girard Street, Bellingham

WCHAC Members Present: David Cahill, Michelle Hall, Nancy Larsen, Sue Parrott,, Steve Powers, Paul Schissler, Gary Tomsic, Gary Williams

WCHAC Members Absent: Regina Delahunt, Laura DeRose, David Finet, John Harmon, Rebecca Johnson

Whatcom County Health Depart Staff/Guests: Gail DeHoog, Health Department Housing Specialist; Anne Deacon, Human Services Manager, Vicki McClure, Health Department Human Services Clerk

Agenda Item	Discussion	Action/Who
Call to order and Introductions	The meeting was called to order at 9:00 a.m and introductions were conducted. Anne Deacon was introduced as the new Human Services Manager.	
1. Review October 9, 2008 minutes.	The October 9, 2008 minutes were approved unanimously as presented.	
2. Homeless Service Center Staff Report	Greg Winter was not present. Gail provided an update on the Homeless Service Center. She stated that the Homeless Service Center is progressing positively, that work continues on the homeless management information system, and that staff are working with evaluators and developing client and landlord satisfaction surveys. The intake process has been condensed, and staff have done a lot of outreach. Work continues on getting more landlords and filling the need for housing units. One challenging area is for the Shelter Plus Care population. Need continues for match funding for case management services in the long term.	

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<p>3. Update on HGAP II Project</p>	<p>HGAP II, a re-entry project, is moving slowly. Pioneer, a potential contractor, is in the process of purchasing property. A lot of work needs to take place, but the project would house re-entry clients. A chief concern is grant renewal in three years due to the economy, and the question was posed as to whether 1/10th funds could be available for the project</p> <p>The scope of the Public Safety Committee is to get neighborhood groups involved to manage risk. A core group, made up of professionals, has been formed to develop a transition plan. Law enforcement appears to be willing to sponsor the larger, public safety related group. The committee is hoping to provide a report in January.</p>	
<p>4. TIF and Low Income Housing Exemption</p>	<p>A draft of the “Waiver of Traffic Impact Fees for Low-Income Housing” document was distributed. The document would apply to the county, but could serve as a model for small cities. It is thought that it could be a powerful tool to have all cities adopt a similar policy. The document is only a draft, with much content borrowed from the city. Gail asks that members provide feedback to her.</p> <p>As CHAT II groups begin to work, they may look at coordination of a unified model. The city has a “waiver of building permit fees,” which has been requested by other areas. It is hoped that waivers could be looked at from the standpoint of the larger picture, which could utilize other construction/development revenue sources, i.e. water, sewer, and impact fees. The argument was presented that housing is part of the health of the community. A motion was presented for recommendation that Economic Development Initiative funds be considered for low income housing funding. Discussion took place regarding funding source and amounts. Can Economic Development Initiative funds be used for affordable housing in development areas? Can a connection be made between housing and job proximity? Funding source is thought to be sales tax revenue, and may be targeted toward waterfront projects. The Municipal Research Center could be a good source of information to determine for what other counties are using the funding.</p>	<p>Motion: The Whatcom County Housing Advisory Council recommends that Economic Development Initiative funds be considered for funding in support of low income housing.</p> <p>The motion was tabled. Paul and Gail to do research and report back to the group.</p>

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5. Capital Sub-Committee	Gail reported that the Capital (2060 funds) Committee last met in 2004. A two-phase process was developed for a “weeding out process.” The RFP timeline was discussed. Community priorities were reviewed. The first phase, RFP/RFQ, will be occurring soon, and involves a complicated and complex contract. The committee will need to reconvene to develop RFQ language and determine how to navigate the contract process. Recommendations will be made to County Council between May and September. The Legal process will need review. It was suggested that Jennifer Moon be approached to be on the sub-committee. Volunteers for the committee include Dave Cahill, Gary Williams, Gail DeHoog, Steve Powers and John Harmon.	Action: A Capital Sub-Committee, comprised of Dave Cahill, Gary Williams, Gail DeHoog, Jennifer Moon, Steve Powers and John Harmon, will meet to develop RFQ language, and address beginning dialogue with Purchasing prior to the RFQ process.
6. New Committee Members	There are two vacancies to be filled. Steve knows of a past consumer who would like to apply, and has provided her with an application. Steve will get contact information to Gail, who will contact the interested party. The charter does not clearly define expertise areas for board make-up, but the members suggested that the commit could look to include small business, banking, tribal, and CHAT members. The Lummis and Nooksack have projects going. The possibility was posed of approaching a County Council member. Gail will contact the County Executive’s office regarding council membership on WCHAC. Paul will approach Seth Fleetwood.	Action: Members were asked to think about possible additions to Board membership, and will discuss further at the December meeting.
7. New Housing Development	There currently is not enough housing available to meet needs, and at the pace of current developers, the needs will still not be met. Gail shared an article from the <i>Bellingham Herald</i> regarding the Old Town Project. Efforts	ACTION: Motion: Draft a letter from the Whatcom County Health Department for their support on this grant. Yea 11; Nay 0; Absent 2; Abstain 0
6. County Comp Plan/Population Projections	Discussion of Community population growth, who the population is and what they really are. Everyone was asked to give individual and/or agency comment to the Whatcom County Planning Dept. about the Population Project.	

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7. TIF and Low Income Housing Exemption	Transportation impact fee waiver: committee to help draft the application process and criteria for low income housing was formed consisting of John Harmon, Gary Tomsic, Paul Schissler, and Dave Cahill. Gail will convene the committee.	
Adjourn	The meeting was adjourned at 10:15 AM	
Next Meeting	November 13, 2008 Whatcom County Health Department Administrative Conference Room 509 Girard Street,	