

1. CALL MEETING TO ORDER

_____ A. Davenport (2/3)	_____ S. Cooley (2/3)	_____ N. DeBerry (3/3)
_____ A. Finlay (C) (3/3)	_____ L. Gleason (VC) (3/3)	_____ A. Patterson (0/3)
_____ R. Patton (3/3)	_____ L. Soltow (3/3)	_____ K. Lanham (2/3)

Ex-Officio Members:

_____ D. Rich (3/3)	_____ J. Thomson (2/3)
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2. APPROVAL OF MINUTES – March 28, 2018

3. ANNOUNCEMENTS

- a. Landlord Rights & Responsibilities Seminar (*Allison*)

4. WRITTEN REPORTS

- | | |
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| a. <u>Brush Up Hutch</u>
YTD Report (<i>attached</i>) | c. <u>Zero-Interest Home Repair Loan</u>
YTD Report (<i>attached</i>) |
| b. <u>Down Payment Match Incentive</u>
No report | d. <u>Housing and Rental Registration Report</u>
YTD Report (<i>attached</i>) |

5. ORAL REPORTS

- a. Healthy Neighborhoods Initiative (*McCarron, Gleason, Finlay*)
- b. Hutchinson Land Bank Update (*Allison*)

6. OLD BUSINESS

- a. Housing Action Plan (*McCarron & Allison*)
- b. R-6 Infill Town Hall Meeting Update (*McCarron*)

7. NEW BUSINESS

- a. Brush Up Hutch! - Rental Reimbursement Pilot Project (*Allison*)

8. OTHER

- a. The next Housing Commission meeting is scheduled for Wednesday, June 27, 2018; 4:00 PM.

9. ADJOURN





HOUSING COMMISSION MINUTES

MEETING OF: WEDNESDAY, MARCH 28, 2018

MEETING LOCATION: EXECUTIVE CONFERENCE ROOM

125 EAST AVENUE B

1. ROLL CALL

The Housing Commission meeting was called to order at 4:04 p.m. with the following members present: Ryan Patton, Lucas Soltow, Nathan DeBerry, Scott Cooley, Lisa Gleason, Dan Rich, Jeff Thomson and Anthony Finlay. Aubrey Patterson, Kelly Anne Lanham, and Angie Davenport were absent. Adam Stewart, Neighborhood Development Coordinator; Diane Crabtree, Interfaith Housing Services; and Julia Westfall, SCKEDD, were also present. Staff present were Jana McCarron, Director of Planning and Development; Amy Allison, Housing Program Coordinator; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the February 28, 2018 meeting were approved on a motion by Deberry, seconded by Cooley, passed unanimously.

3. ANNOUNCEMENTS

a. Floodplain Public Meeting

The public meeting on the proposed changes to floodplain maps will be held on Tuesday, April 10, 2018 from 2:00 to 8:00 p.m. at the Fire Training Center, 3201 E 4th Ave.

b. Infill Town Hall Meetings

Two Town Hall meetings will be held to discuss the proposed R-6 Residential Infill Zoning District. The first meeting is scheduled for Tuesday, April 10, 2018 at McCandless School at 6:30 p.m. The second meeting will be held at Lincoln School on April 24, 2018 at 6:30 p.m.

4. WRITTEN REPORTS

a. **Brush Up Hutch**

b. **Down Payment Match Incentive**

c. **Zero-Interest Home Repair Loan**

d. **Housing and Rental Registration Report**

The reports for the above-listed items were included in the agenda packet. There were no additional comments.

5. ORAL REPORTS

a. **Healthy Neighborhood Initiative**

Stewart provided an update. The first meeting for the proposed Farmington neighborhood will be Tuesday, April 3, 2018 at 6:30 at the Emanuel Lutheran Church.

Stewart announced that non-profits are interested in developing the Salvation Army vacant lot on the property located at 700 N Walnut St. He will provide an update at a later meeting.

Gleason said the Heartland Credit Union is contributing \$30,000 for the SW Bricktown Park playground. The Kansas Health Foundation is also contributing \$30,000; making \$60,000 available. Installation of irrigation, a walking trail, and a shelter are being considered. The residents will meet on the design of the project.

b. Hutchinson Land Bank Update

Allison said the Land Bank will be reviewing a Kansas bill that would allow government to take control of tax delinquent properties prior to county tax sales.

6. OLD BUSINESS

a. DRAFT Housing Action Plan 2017

Allison reviewed the Housing Action Plan. Discussion and changes to the Action Plan are as follows:

- Strategy 1.3: Staff proposed changing from researching a predatory lending ordinance to hosting a Land Contract/Financing seminar with Dave Ramsey or associate. Soltow suggested adding a You-tube video that can be shared to the tasks. Housing Commission approved the alternative option and additional task.
- Strategy 2.1: Staff recommended creating a sidewalk trail system and tasks to raise awareness for sidewalk repair and maintenance. Housing Commission agreed that raising awareness was important. No action was taken on the alternative.
- Strategy 3.4: Soltow suggested having a new resident packet of information and a survey for title companies to hand out. Finlay said this could also be tied to another activity and have people fill out survey in exchange for Hutch Bucks.
- Strategy 4.1: Some of the original funding sources discussed are not eligible for housing programs. The Commission agreed this can be revisited when scheduled to review.
- Strategy 5.1: Westfall said that Interfaith has used the school building program in the past to rehabilitate houses. There were issues with the appraised value of the final product. This will need to be discussed further.

A motion was made by Patton, seconded by Soltow to endorse the Housing Action Plan with the above changes and forward to the City Council. Passed unanimously.

The plan will be presented to City Council on May 1, 2018. Commissioners were encouraged to attend the meeting.

7. NEW BUSINESS

a. Feature Neighborhood Recommendation

Stewart gave an update that on March 14 the Neighborhood Selection Committee took a bus tour of four potential feature neighborhoods. The Selection Committee recommended selecting the Allen neighborhood and then the Midtown area or Faris School neighborhood next.

A motion by Cooley, seconded by Gleason to select the Allen Magnet School area as the next neighborhood district passed unanimously.

8. OTHER

- a. The next regularly scheduled Housing Commission meeting is Wednesday, April 25, 2018, at 4:00 p.m.

9. ADJOURNMENT – The meeting adjourned at 4:52 p.m.

Respectfully Submitted,
Charlene Mosier, Planning Technician

Approved this _____ day of _____, 2018.

Secretary

EXHIBIT 3A



Atrium Hotel and
Convention Center

1400 N Lorraine St. Hutchinson, KS



LANDLORD RIGHTS & RESPONSIBILITIES

4 pm

05.22.2018



RSVP @

<https://hutchhousing.eventbrite.com>

or by calling 620.694.2639

May 2018 Monthly Report - Open

Brush Up Hutch!

125 E Avenue B., Hutchinson, KS 67501

PHONE 620.259.4133

EMAIL CharleneM@hutchgov.com

WEB www.Hutchgov.com

NAME Charlen Mosier

POSITION Planning Technician

MANAGER Jana McCarron

BEGINNING 1/1/2018

ENDING 12/31/2018

PREPARED BY Amy Allison

APPROVED BY Jana McCarron

House Size

Due Date	Applicant	Application	Address	Volunteer Labor?	Notice of Violation?	House Size			Average Size	Authorized Cost
						< 1,000 sq. ft.	> 1,000 & 2,000 sq. ft.<	> 2,000 sq. ft.		
Completed	Leland Gould	18-BUH-01	1528 E 3rd Ave	X		984				\$116.97
7/19/2018	Sandra Wingert	18-BUH-02	429 W Avenue A				1504			\$300.00
8/14/2018	Larry Felker	18-BUH-03	205 E Carpenter St	X			1104			\$300.00
TOTALS						984	1304	#DIV/0!	1197	\$716.97
									Average	\$0.00

2018 Zero-Interest Home Repair Monthly Report

125 E Avenue B., Hutchinson, KS 67501

PHONE	620.694.2638	NAME	Amy Allison	BEGINNING	1/1/2018
EMAIL	Amy.Allison@Hutchgov.com	POSITION	Housing Program Coordinator	ENDING	12/31/18
WEB	www.Hutchgov.com	MANAGER	Jana McCarron	PREPARED BY	Amy Allison
				APPROVED BY	Jana McCarron

Approval Date	Address	Neighborhood	Loan Amount	Interest	Completion Date
1/31/2018	126 W Avenue B	SW Bricktown	\$15,000.00	\$2,239.34	
5/1/2018	610 E Sherman Ave	Houston Whiteside	\$15,000.00	\$2,239.34	
TOTALS				\$ 4,478.68	

Average \$2,239.34

Total Private Investment \$30,000.00

Remaining Balance \$12,988.68

Housing and Rental Registration Report

	2018 Total	April 2018	April 2017
2018 Registered Rental Units	5402	68	35
2018 Rental Inspections	44	14	4
2018 Rental Violations	141	35	39
2018 Property Maintenance Violations	89	14	4
2018 Property Maintenance Investigations	166	74	16
2018 New Residential Permits	1	1	0
2018 Total New Housing Valuation	\$90,000	90,000	415,000
2018 Residential Alterations	122	63	34
2018 Demolitions	7	3	0
2018 Approved Residential NRP	2	0	0
2018 Approved Infill Incentives	0	0	0



Housing Commission Staff Report

MEETING DATE: 05/23/2018

May 16, 2018

TO: Hutchinson Housing Commission

FROM: Amy Allison, Housing Program Coordinator *aa*

THROUGH: Jana McCarron, Director of Planning & Development *JM*

SUBJECT: Rental Reimbursement Pilot Project

STAFF RECOMMENDATION:

Staff recommends approval of this request to create a pilot project in the 'Allen' Neighborhood to allow for reimbursement of exterior paint on rental properties.

MOTION:

Motion to (approve / amend and approve / deny) a rental reimbursement pilot project in the 'Allen' feature neighborhood only.

BACKGROUND:

On May 16, 2018, City staff conducted a departmental block walk of the 'Allen' neighborhood and determined that deteriorating exterior paint is a wide-sweeping problem in the neighborhood. The Allen neighborhood has numerous rentals, 62.6% of housing units, so the existing program that could aid them, Brush Up Hutch!, is not eligible to a large number of homes.

ANALYSIS:

Based on past practice of creating pilot projects or initiatives prior to amending the Brush Up Hutch! policy, staff proposes opening the Brush Up Hutch! paint program to investor owned properties in the 'Allen' neighborhood. The pilot project could be tested and if the outcomes are favorable, the program could be amended at a future date. Eligible properties must meet the following guidelines:

1. Paint on the house is peeling or fading
2. Home is valued below \$50,000 by Reno County Appraiser or the renter's income is at or below 120% of area median income
3. Rentals must be registered with the Rental Registration and Inspection Program.
4. No active code violations.
5. Property taxes must be up-to-date.

NEXT STEPS:

Following the Housing Commission's positive recommendation of the proposal, the following steps will be taken:

1. City Staff will create a special application and brochure for the pilot project.
2. Staff will advertise in the feature neighborhood of the eligibility.
3. In October 2018, staff will provide the Housing Commission with a report of the pilot project, as well as a recommendation.