

Housing Commission Meeting Agenda

Wednesday, July 24, 2019 – 4:00 PM

Executive Conference Room, 125 E. Avenue B, Hutchinson, Kansas

1. CALL MEETING TO ORDER

_____ A. Davenport (4/6)	_____ VACANT	_____ N. DeBerry (4/6)
_____ VACANT	_____ L. Gleason (C) (6/6)	_____ A. Patterson (3/6)
_____ R. Patton (VC) (6/6)	_____ L. Soltow (5/6)	_____ K. Lanham (4/6)

Ex-Officio Members:

_____ D. Rich (6/6)	_____ J. Thomson (3/6)
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2. APPROVAL OF MINUTES – June 26, 2019

3. ANNOUNCEMENTS

4. WRITTEN REPORTS

- a. Housing Report
YTD Report

5. ORAL REPORTS

- a. Healthy Neighborhoods Initiative (*Stewart, Gleason*)
- b. Hutchinson Land Bank Update (*Hvitlok*)

6. OLD BUSINESS

- a. 2019 Brush Up Hutch Program Amendment (*Hvitlok*)
attached
- b. RRIP – Code Enforcement Committee Update (*Hvitlok*)
- c. CDBG Grant Update (*Seitnater*)

7. OPEN COMMENTS

8. OTHER

- a. Director's Updates (*Hvitlok*)

2020 Budget - Aging in Place Committee - Homeless Veteran's Project - Vacant Positions

- b. The next Housing Commission meeting is scheduled for Wednesday, August 28, 2019; 4:00 PM.

9. ADJOURN



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1. ROLL CALL

The Housing Commission meeting was called to order at 4:00 p.m. with the following members present: Lisa Gleason, Ryan Patton, Tony Finlay, Angie Davenport, Lucas Soltow, Kelly Anne Lanham, Nathan DeBerry, Aubrey Patterson, Scott Cooley, Jeff Thomson and Dan Rich. Julia Westfahl, SCKEDD; Diane Crabtree, Interfaith Housing Services; and Steve Dechant, City Councilmember, were in attendance. Staff present were Paul Brown, City Attorney; Ryan Hvitløk, Director of Planning and Development; Amy Allison, Senior Planner; John Vetter, Code Enforcement; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the May 22, 2019 meeting were approved on a motion by Deberry, seconded by Lanham, passed unanimously.

3. ANNOUNCEMENTS

a. None.

4. WRITTEN REPORTS

a. **Housing Report**

The YTD Housing Report was included in the agenda packet. The increase in Brush Up Hutch applications has been due to distribution of door hangers and social media.

5. ORAL REPORTS

a. **Healthy Neighborhoods Initiative**

Gleason gave an update that HEAL and Reno County Blue Cross Blue Shield Pathways grant, the City of Hutchinson and Hutch Rec have completed park enhancements for the SW Bricktown Park. A celebration will be held in the park on July 16 from 5:00 to 7:00 pm. Gleason said this is an excellent example of public and private partnerships working together to make a difference in the community.

Finlay said the Allen School neighborhood has chosen the name Creekside for their neighborhood name. The second Faris School neighborhood will be held on June 27. There were approximately 18 residents in attendance at the first meeting. The Yard of the Month for the neighborhoods has been very popular. The sidewalk at SW Bricktown Park will soon be completed. In the Farmington Park Neighborhood, a barbeque grill has been installed at Farmington Park.

b. **Hutchinson Land Bank Update**

Hvitløk said a Land Bank meeting was not held in June.

6. OLD BUSINESS

a. **2019 Brush Up Hutch Program Amendment**

Allison reviewed the proposed amendment to the Brush Up Hutch program to allow for investor owned properties to apply. If the program is open to investment properties, the appraised

HOUSING COMMISSION MINUTES

Meeting of: Wednesday, June 26, 2019

property value must be \$50,000 or less according to the Reno County Appraiser or rental units can income qualify based on the income of the tenant household. Only properties with one building on a parcel would qualify and the dollar amount of reimbursement could not exceed \$500. This is the same eligibility requirements as owner-occupied units. Staff recommends that a freeze be placed on the rent at the current rate for two years to allow the property to be improved but keep the unit available to the populations most in need. A signed affidavit will be required. The Reno County Appraiser's office has indicated that paint does not increase property values.

Commissioners recommended that of the dollars available for Brush Up Hutch, 25% of the funds would go toward rentals and 75% to owner occupied. If there are funds for owner occupied units available after a specific date, i.e. August 1, the funds could then be made available for investment properties.

Finlay said to be fair, one landlord should not be able to utilize all the funds. Soltow suggested reimbursement should be for only one unit at a time before getting approval and starting another unit.

The City is still intending to work with Sherwin Williams or others for 2020 and staff will work on RFPs in the fall for bids. There is approximately \$20,000 in the budget now with about \$12,000 unencumbered balance.

Motion by Deberry, seconded by Patton to approve the recommendation to City Council to include investor owned properties with one structure per parcel as eligible to receive funds from the Brush Up Hutch! Paint Program. The recommendation was made with the proposed amendment of up to 25% of funds can be used for investor owned properties with one rental application per owner submitted at one time. The motion passed unanimously.

b. **RRIP Proposed Amendments**

Paul Brown, City Attorney, reviewed edits he recommended for the RRIP proposed amendments. These included grammatical changes, items that are not enforceable or are difficult to do such as obtaining administrative search warrants. Brown stated some of the proposed amendments would be covered under the current IPMC provisions. Utility billing information is not included in open records. He said there is not currently enough staff to attempt to inspect all rentals when they become vacant and it is not practical.

Hvitlok said with the approximately 5,500 rentals in Hutchinson the current regulations are difficult to enforce.

Members of the subcommittee stated they have not had a chance to review the edits made by the City Attorney and were hesitant to approve the changes today. Discussion ensued.

Vetter said some Landlords will find a way around the proposed changes. Cooley agreed and said he believes the current RRIP program is no longer viable and following the IMPC is just as effective.

Lanham said there needs to be a way to eliminate the rental properties that continue to be below the standard.

Hvitløk said many tenants who bring complaints to the City do not go through the court process. Staff does not believe the current program will work and it would be better to implement the IPMC and promote more education with workshops for tenants as well as documents such as a Landlord/Tenant Handbook.

Dechant said the Housing Commission can make their recommendation to City Council who makes the policy. He thinks there is a way to find something that will work such as more outreach to landlords.

The City Council will hold a work session on August 13.

Gleason left the meeting.

7. OPEN COMMENTS

- a. Cooley said this is his last meeting as his term is completed. He has served for six years. Finlay said his term is not completed; however, he will resign and this will be his last meeting on the commission.

8. OTHER

- a. Upcoming Discussion:
 - i. RRIP Recommendation for City Council Work Session, August 13th @ 8 a.m.
- b. The next regularly scheduled Housing Commission meeting is Wednesday, July 24, 2019, at 4:00 p.m.

9. ADJOURNMENT – The meeting adjourned at 5:00 p.m.

Respectfully Submitted,
Charlene Mosier, Planning Technician

Approved this _____ day of _____, 2019.

Secretary



Housing Commission Staff Report

MEETING DATE: 06/26/2019

June 19, 2018

TO: Hutchinson Housing Commission
FROM: Amy Allison, AICP, Senior Planner
THROUGH: Ryan Hvitlæk, AICP, Director of Planning & Development
SUBJECT: **Brush Up Hutch – Policy Amendment**

STAFF RECOMMENDATION:

Staff recommends approval of the following recommendations.

MOTION:

Motion to (approve / amend and approve / deny) the recommendation to City Council to include investor owned properties with one structure per parcel as eligible to receive funds from the Brush Up Hutch! Paint Program.

BACKGROUND:

The Brush Up Hutch Paint Program was established in June 2011 with the objective of assisting low-income homeowners with the cost of painting the exterior of their homes. Since that time, 100+ houses have been painted across the community. Annually, Staff examines the Brush Up Hutch! Paint Program performance for ways to improve the program. Recommendations are included in the analysis section.

ANALYSIS:

Policy

1. During the 2018 review of the program, a suggestion was made and discussed about opening the program for investor-owned or rental properties. As part of the neighborhood work, it was recognized that improving deteriorated rental housing was just as important to the process as improving owner-occupied. Other programs have been implemented with the inclusion of rental eligibility and those improvements have been impactful to the overall health of the neighborhood.

To be eligible, staff recommends following the same eligibility requirements as owner-occupied units. The structure in question must be valued below \$50,000, as assessed by the County Appraiser's Office, or rental units can income qualify based on the income of the tenant household. Staff has also included a limit to the number of structures per parcel that can receive a reimbursement. Staff proposes one structure per taxing parcel.

If monetary assistance is provided to rental properties, staff suggests that those properties must continue to be made affordable to the public for a period of time. Staff's recommendation would be to require a freeze of rent at its current rate for 2 years. This will not only allow for the property to be improved but also keep the unit available to those populations most in need.

The recommended changes have been provided in Exhibit A.

Staff recommends including investor-owned properties as eligible for the program.

NEXT STEPS:

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

1. City Staff will forward the Policy change to the City Council for approval.

EXHIBITS:

Exhibit A – Proposed Brush Up Hutch Paint Program Policy

HOUSING DASHBOARD

PREPARED: July 24, 2019

