

# Housing Commission Meeting Agenda

Wednesday, September 2, 2020 – 4:00 PM

VIA ZOOM: <https://us02web.zoom.us/j/4350737335>

Call 346.248.7799 Meeting ID 435 073 7335

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## 1. CALL MEETING TO ORDER

_____ A. Davenport (5/6)	_____ R. Little (4/6)	_____ N. DeBerry (3/6)
_____ M. Mast (4/6)	_____ L. Gleason (C) (5/6)	_____ S. Dechant (1/1)
_____ R. Patton (VC) (4/6)	_____ L. Soltow (5/6)	_____ K. Lanham (4/6)

Ex-Officio Members:

_____ D.Rich (2/6)	_____ J. Thomson (4/6)
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## 2. APPROVAL OF MINUTES – July 22, 2020

## 3. ANNOUNCEMENTS

## 4. WRITTEN REPORTS

- a. July 2020 Housing Dashboard

## 5. NEW BUSINESS

- a. Featured Neighborhood Report – Adam Stewart
- b. Update on CDBG Grant for Creekside (Seitnater)
- c. Update on Code Enforcement (Hvitløk)
- d. Update on COVID and Housing (Hvitløk)
- e. Update on Housing Discrimination (Hvitløk)

## 6. OPEN COMMENTS

## 7. OTHER

- a. The next Housing Commission meeting is scheduled for September 23 at 4pm

## 8. ADJOURN



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1. ROLL CALL

The Housing Commission meeting was called to order at 4:01 p.m. with the following members calling in via Zoom conference call: Marvin Mast, Kelly Anne Lanham, Roy Little, Ryan Patton, Lucas Soltow, Steve Dechant and Lisa Gleason. Angie Davenport, Nathan DeBerry, Jeff Thomson and Dan Rich were absent. Adam Stewart, Neighborhood Coordinator, Julia Westfall, SCKEDD and Diane Crabtree, Interfaith Housing were also in attendance. Staff present were Ryan Hvitlök, Director of Planning and Development; and Jim Seitnater, Housing Coordinator, who took the minutes.

2. APPROVAL OF MINUTES

The minutes of the June 24, 2020 meeting were approved on a motion by Lanham seconded by Dechant, passed unanimously.

3. ANNOUNCEMENTS – None

4. WRITTEN REPORTS

a. **June Housing Dashboard**

The Housing Dashboard report was included in the agenda packet. Hvitlök said inspections and violations have slowed during the pandemic. There have been 424 violations this year. There was 2 new residential permits in June. There have been twelve Brush Up Hutch applications to date.

5. NEW BUSINESS

a. **Healthy Neighborhoods Initiative**

Stewart said he is meeting with residents in the newest neighborhood for the area between 11<sup>th</sup> and 17<sup>th</sup> Avenues and Main St. to Monroe St. Planning in several neighborhoods for National Night Out moved to Tuesday, October 6<sup>th</sup> due to COVID: Farmington Park Chili Feed, Creekside Picnic in Bernard White Park, Dessert Event in Grace Arbor and a block party at SW Bricktown. Plans progressing for trail in Bernard White Park funded by a Pathways Grant. On a private note Adam will be closing on his first house in College Grove utilizing the Down Payment Match program one of 4 so far this year.

b. **Federal Home Loan Bank Grant**

The grant is for up to \$500,000 to repair approximately 50 homes. SCKEDD will be the contact for writing the grant. The City Council will consider approved the contract with Cindy Williams Consulting on June 4 and we hope to hear back in December. Julia Westfall, SCKEDD commented that our application scored high in the pre-app phase and should compete strong for funding.

c. **CDBG Housing Rehabilitation Grant Update**

A Contractors and Residents meeting was held with SCKEDD on Thursday, July 9<sup>th</sup> to educate and explain CDBG grant process. 2 Contractors reached out and 10 residents attended. To date we have received 4 resident and 1 rental applications with several more showing interest in applying

**d. Update on Code Enforcement**

Ryan has been working with the City Manager on revising the letters sent for violations. The City Manager during discussion with the City Council asked for 3 to 4 months to study our current Inspections Department and develop a plan for moving forward to how Code Enforcement will look in the future. Dechant suggested a back and forth with Housing Commissioners on language. Lanham suggested a study session with the City Manager both commented on not losing the momentum gained over the past few years in improving properties. Gleason commented that we met on letter revision back in February before COVID and moving forward now on revised letters is important and necessary.

**e. Discussion on Housing Protection for Protected Classes**

Ryan reported that City Attorney Paul Brown is reviewing the document, current policy and impacts of the Supreme Court decision anticipating Council Action later in August. City Council Meetings starting August 4<sup>th</sup> will be Open to the Public under COVID Guidelines.

**7. OPEN COMMENTS**

Gleason announced that there will be a United Way Workday altered because of COVID on Sat. August 29<sup>th</sup>. Working with Interfaith Housing they hope to paint two to four houses in Featured Neighborhoods for elderly or disabled owners.

**8. OTHER**

a. The next regularly scheduled Housing Commission meeting is August 26, 2020 at 4:00 p.m. The plan is to have that meeting in person at City Hall.

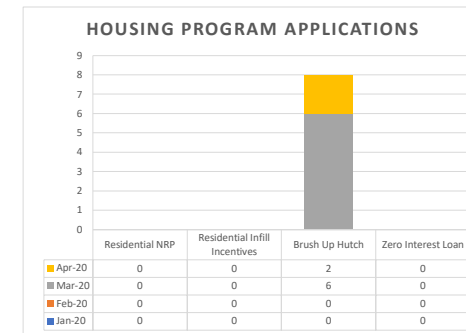
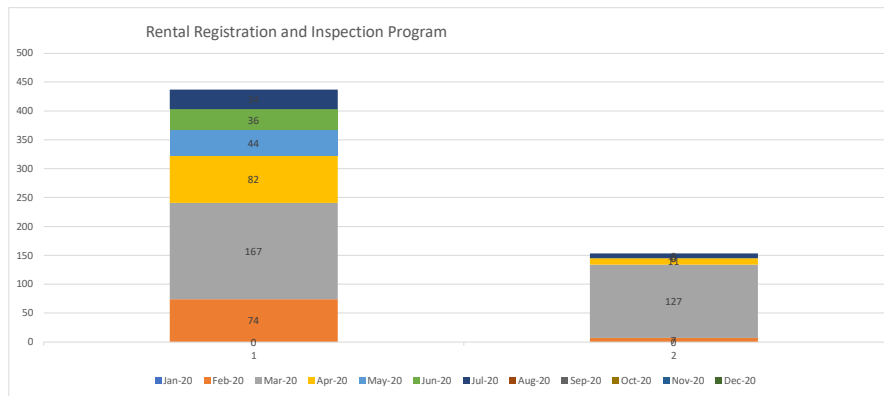
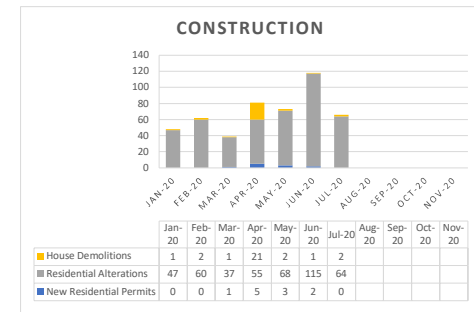
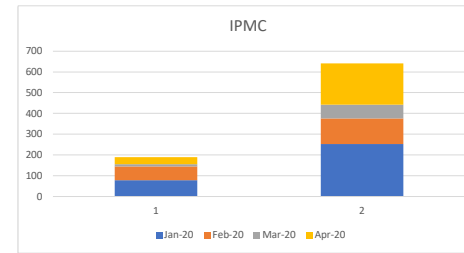
**9. ADJOURNMENT – The meeting adjourned at 4:32 p.m.**

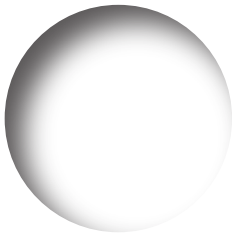
Respectfully Submitted,  
Jim Seitnater, Housing Coordinator

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Secretary

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2020 Total	2019 Total
Rental Inspections	0	74	167	82	44	36	34						437	4608
Rental Violations	0	7	127	11	0	0	8						153	2492
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2020 Total	2019 Total
Property Maintenance Violations	79	66	10	35	47	42	1						280	790
Property Maintenance Investigations	252	124	66	199	210	205	137						1193	1174
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2020 Total	2019 Total
New Residential Permits	0	0	1	5	3	2	0						11	10
Residential Alterations	47	60	37	55	68	115	64						446	883
House Demolitions	1	2	1	21	2	1	2						30	34
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	2020 Total	2019 Total
Residential NRP	0	0	0	0	0	0	0						0	4
Residential Infill Incentives	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brush Up Hutch	0	0	6	2	1	0	0						9	51
Zero Interest Loan	0	0	0	0	1	0	0						1	2





# SORRY WE MISSED YOU!

A Neighborhood Services Inspector was here to talk to you. *For more information, please call the office at (620) 259-4171.*

**It is imperative that you contact us within the next two business days.**

Property Address: \_\_\_\_\_

Type of Violation:

- Tall Grass & Weeds (Code)
- Trash (Code)
- Inoperable Vehicle (Code)
- Please remove \_\_\_\_\_ from the property or store indoors by \_\_\_\_\_ (Code)

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Inspector: \_\_\_\_\_



**Business and Neighborhood Services**  
City Hall | 125 East Avenue B  
P.O. Box 1567 | Hutchinson, KS 67504

**620.259.4171**

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