

1. ROLL CALL

The Housing Commission meeting was called to order at 3:03 PM with the following members present: Gregg Binns, Richard Greever, Luke McConnaughy, Shelly Kiblinger, Aubrey Patterson, Dan Rich, John Scott (in attendance for Jeff Thomson), and Anthony Finlay. Scott Cooley, Lisa Gleason, Kevin Bleything, Mark Clark, Sue Poltera, and Dianna Hart were absent. Nancy Fure, Realtor, and Steven Dechant, City Councilmember, were also in attendance. Staff in attendance were Jana McCarron, Director of Planning and Development; Amy Denker, Housing Program Coordinator; and Aaron Barlow, Associate Planner.

2. APPROVAL OF MINUTES

Staff noted a small correction to the meeting minutes of June 22, 2016. The corrected minutes were approved on a motion by Binns, seconded by Greever, passed unanimously.

3. ANNOUNCEMENTS

3a. **Introduction of Aaron Barlow**

McCarron introduced Aaron Barlow, Associate Planner, to the Commission. Barlow is a recent master's graduate from the University of Utah. He has been with the City for two weeks. He will be working on the Neighborhood Initiative, as well as other projects.

3b. **2017-2037 Comprehensive Plan Kick-Off Event**

McCarron announced that the Kick-Off Event for the Comprehensive Plan will be held Thursday, July 28th at 6:00 pm at the Atrium Conference Center. She invited everyone to attend.

4. UPDATES

4a. **Brush Up Hutch!**

McCarron said that the Brush Up Hutch! paint program has seen an increase in activity due to marketing in the feature neighborhoods. Finlay acknowledged Jeff Thomson's coordination of the projects and the effective use of volunteer labor in completing the projects.

4b. **Neighborhood Stabilization Program**

Denker said the City had been contacted by SCKEDD, the grant administrator, about closing out the 2009 Neighborhood Stabilization Program. The public hearing will be held at the August 16th City Council meeting. The NSP grant is no longer available to cities but the open grant needs to be closed.

4c. **Healthy Neighborhood Initiative**

McCarron announced that the "Avenue A" Neighborhood will be presenting a proclamation to City Council on August 2nd, officially announcing the new name of their neighborhood. "Graber" neighborhood has also voted on a name and it will be announced later in August. A video has

also been created to promote the Neighborhood Initiative and will be aired at the August 2nd meeting as well.

4d. **CDBG**

Denker reviewed the eligible grant categories for the 2017 Competitive CDBG grant round. The three categories include Water and Sewer, Community Facilities, and Housing Rehabilitation. Sidewalk replacement is an eligible item under the Community Facilities category but requires more local match. Finlay asked to include potential CDBG projects for the next Competitive Round in the August agenda packet so we can keep track of this.

4e. **Housing Website**

McCarron stated that a contract has been created to partner with the Hutch News in creating a housing website. The contract will be presented to City Council for approval on August 2nd. Rich said that New Beginnings will be meeting with the News to begin the transition of HutchRents to newspaper administration.

4f. **RHID**

McCarron said that two draft development agreements have been submitted to the City for two phases of the "Hampton East" subdivision. One phase will be 24 duplexes, the second will be 12 single family houses. Staff is working with the developer on finalizing the details of the agreement.

5. OLD BUSINESS

5a. **16-HOU-21 Sign Topper Fund**

McCarron requested the Housing Commission consider a proposal presented by staff to use the remaining funds for the 2016 Housing Initiatives to help buy sign toppers for the two feature neighborhoods. Staff will be using funds budgeted for neighborhoods initiatives but those will not cover the entire expense of the toppers. The remaining \$3,000 from the 2016 Housing Initiatives can provide the remaining funds needed for the project.

Greever asked if the sign toppers are purchased from a local vendor. McCarron said that the sign company who made the Houston Whiteside toppers was not from Kansas but they were made in the United States. She has been in communication with a local sign vendor about sign toppers recently and they did express some interest in working with the custom order. Dechant asked about constraints of the signs, specifically the size. McCarron said that the size is dependent on the smallest street sign, which limits the overall size for street toppers. Patterson asked if the neighborhoods would have flexibility in the design of the neighborhood signs. McCarron said that staff is not opposed to working with the neighborhoods in development of individualized signs but there are constraints on shape that can limit them. McCarron asked the Commission if they would like to review the signs before they are approved. Patterson felt that staff is more than capable to decide on the appropriateness of signs and suggested staff develop standards.

Motion by Patterson, seconded by Kiblinger to recommend to City Council approval of the proposed 2016 Sign Topper Fund. The motion passed unanimously.

5b. **Survey – Comprehensive Plan**

McCarron distributed the survey for the 2017-2037 Comprehensive Plan and asked the Commissioners to complete it. The survey is available online at HutchPlan.com. McCarron also said that the survey will be sent in the water utility bills unless it is cost prohibitive.

6. OTHER

6a. **Open Comments**

Nancy Fure, local Realtor, brought to the attention of the Commission a situation where an active code enforcement case conflicted with the sale of property. She was concerned that the case could have a negative impact on the sale of that property. Finlay told Fure that the Housing Commission is an advisory commission and does not have authority over the inspection process. He suggested that she communicate with staff about her concerns or contact City Councilmembers. McCarron said that she could set up a meeting between Fure and City Staff to discuss the situation in more depth.

6b. The next Housing Commission meeting is scheduled for Wednesday, August 24, 2016 at 3:00 p.m.

7. ADJOURNMENT – The meeting adjourned at 3:49 PM.

Respectfully Submitted,
Amy Denker, Housing Program Coordinator