

1. ROLL CALL

The Housing Commission meeting was called to order at 4:00 PM with the following members present: Lisa Gleason, Richard Greever, Aubrey Patterson, Shelly Kiblinger, Anthony Finlay, Jeff Thomson, Scott Cooley, Dan Rich, and Sue Poltera. Mark Clark, Greg Binns, Luke McConnaughy, Kevin Bleything and Dianna Hart were absent. Alicia Marsh, Interfaith Housing; and Mark Eaton, Land Bank member; were also in attendance. Staff in attendance were Jana McCarron, Director of Planning and Development; Amy Allison, Housing Program Coordinator; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician. Jay Manske was in attendance to speak about the Heritage Lofts Housing Tax Credit Proposal. Wade Patton, a citizen interested in housing, also attended the meeting.

2. APPROVAL OF MINUTES

The minutes of the December 21, 2016 meeting were approved on a motion by Greever, seconded by Patterson, passed unanimously.

3. ANNOUNCEMENTS

McCarron said she received an email from McConnaughy on January 25, 2017 stating he will be resigning due to his schedule changes. He is the representative for the Board of Realtors. He will also be resigning from the Land Bank.

4. APPOINTMENT OF OFFICERS

a. Chair

A motion by Greever to nominate Finlay as Chair was seconded by Gleason and passed unanimously by acclamation.

b. Vice-Chair

Finlay nominated Patterson for Vice-Chair. Patterson nominated Kiblinger, who declined. Kiblinger seconded the nomination for Patterson as vice chair and the motion passed unanimously by acclamation.

5. UPDATES

a. **Brush Up Hutch**

Barlow said he will have updates at the February meeting, along with a revised draft policy.

b. **Healthy Neighborhoods Initiative**

McCarron said sign toppers have been placed in the College Grove neighborhood. Sign toppers are on order for the SW Bricktown neighborhood and should arrive in late February. The neighborhood has submitted a public art request for painted sidewalks at the intersections of Poplar St. and 11th and 17th Avenues. The neighborhood will vote to select the design which will be painted in April.

Finlay said Elizabeth Grilliot will be meeting with residents of the Farmington neighborhood to discuss potential projects and their ideas about the neighborhood.

Gleason gave an update that a sign topper party is being planned in the SW Bricktown neighborhood. The next neighborhood meeting will be January 26. They plan to have a meet and greet with the new community police officer. They are also working on a mural and park planning. Signatures are still needed for the park name change petition. A link is on the neighborhood center's website.

c. **Townhomes at Santa Fe Place**

Allison said the footers have been poured and framing has begun on the townhomes at Santa Fe Place. Rich indicated the units should be completed by late summer. A master gardener will be helping with a landscape plan.

d. **2016 IHS Rehabilitation Grant**

Thomson said interior and some exterior work has begun on E Avenue A. This is the Stutzman house that was donated and volunteers have been working on the fire wall, flooring, interior walls and trim. The duplex should be ready to rent in March and will be a Veteran specific rental.

e. **Down Payment Match Incentive**

A copy of the brochure was included in the packet. Funds will be available March 1. Marsh said she has already received calls from people interested in the program. Applicants can join the homebuyers club to begin the process now.

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

Allison said the program was approved by City Council on January 17 and a flyer is under development. The program will commence March 1, 2017. Mark Eaton, Peoples Bank and Trust, will be assisting with the program.

g. **2017 Housing Seminars**

Allison explained the first of six housing educational seminars will be held on February 16, 2017 at City Hall. Postcards were mailed to all property owners in the Houston Whiteside, SW Bricktown and College Grove neighborhoods. The seminars are open to the public. Marsh and Eaton will give presentations over the basics of house and home improvement financing. Barlow said the second seminar is scheduled for March 25 and the topic is affordable landscaping. Pam Paulson will give a presentation at a home showing how to prune a tree or bush, edge, and split flower bulbs.

6. REPORTS

a. Rental Registration & Inspection Program Report

Allison updated the commission on rental registration and inspection numbers.

b. Year-to-Date Housing Report

McCarron told the commission the final numbers for new housing, IPMC violations and housing incentive applications.

7. OLD BUSINESS

None.

8. NEW BUSINESS

- a. **Heritage Lofts Low Income Tax Credit Support Letter.** The project description, draft site plan and draft floor plans were included in the agenda packet.

Jay Manske spoke about the proposed Heritage Lofts Low Income Tax Credit proposal that would be located on the vacant southwest corner of Washington St. and Sherman Ave. The Heritage Lofts of Hutchinson, L.L.C. would consist of 28 apartments; 16 one-bedroom units targeted to developmentally disabled households and 12 two-bedroom units targeted to households 55 years of age or older. The development would be either two stories or three stories with an "L" or "U" shape. The units would be energy-efficient, have elevator access, covered parking, a community room, kitchen and utility appliances, bathtub with shower or walk-in shower, interior and exterior maintenance, landscape maintenance, snow removal, and water, sewer and refuse collection included in the monthly rent. There are no plans for food service in the building, as Dillons, Smith's Market and other food sources are in close proximity. Mr. Manske said he is asking for a letter of support from the Housing Commission and the City Council will consider this request on February 7, 2017.

Gleason said a study was done showing there is a need for affordable housing for elderly and this project would help fill that need.

A motion by Poltera, seconded by Patterson to recommend support of the Heritage Lofts Housing Tax Credit proposal, passed unanimously by acclamation.

Patterson notified the commission that there are other local projects planning to compete for the same funds. She asked if we would recommend support for additional projects. McCarron said if there are other applications pending, they need to be reviewed by the commission and then by the City Council.

Thomson said Interfaith Housing Services is submitting a request for tax credits for the St. Elizabeth's hospital on Monroe St. Finlay suggested a special meeting be held if the application is turned in. Thomson said an application will be turned in on January 26, 2017.

The commission decided to hold a special meeting on Monday, January 30 at 1:30 should the application be submitted. A motion was made by Gleason, seconded by Greever, passed unanimously.

9. OTHER

The next regularly scheduled Housing Commission meeting is Wednesday, February 22, 2017 at 4:00 p.m.

10. ADJOURNMENT – The meeting adjourned at 4:55 PM.

Respectfully Submitted,
Charlene Mosier, Planning Technician

Approved this 22nd day of March, 2017.

Amy Allison

Secretary