

1. ROLL CALL

The Housing Commission meeting was called to order at 4:00 p.m. with the following members calling in via conference call: Angie Davenport, Lucas Soltow, Aubrey Patterson, Ryan Patton, and Lisa Gleason. Marvin Mast, Roy Little, Kelly Anne Lanham, Nathan DeBerry, Jeff Thomson, and Dan Rich were absent. Adam Stewart, Neighborhood Coordinator; Steve Dechant, Julia Westfall, SCKEDD; and Diane Crabtree, Interfaith Housing Services were also in attendance. Staff present were Ryan Hvitlæk, Director of Planning and Development; Jim Seitnater; Downtown and Housing Coordinator; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the February 26, 2020 meeting were approved on a motion by Patton, seconded by Aubrey, passed unanimously.

3. ANNOUNCEMENTS – None.

4. WRITTEN REPORTS

a. **2020 Housing Dashboard**

The Housing Dashboard report was included in the agenda packet. There were no comments.

5. NEW BUSINESS

a. **Review of Down Payment Match Incentive Program**

Hvitlæk reviewed the Down Payment Match Incentive Program. The City Council approved allocating \$70,000 for Housing Initiatives in the 2017 Budget. The Housing Commission created the Down Payment Match Incentive to promote homeownership in the City's featured neighborhoods. The most recent amendment to the program was in 2018, which removed the language that an applicant is a traditional renter, as well as clarifying neighborhood language and matching funds language. Interfaith Housing Services signed an agreement with the City providing educational training for all program applicants. The City received two applications in 2019, both in the College Grove neighborhood. The account balance for the Down Payment Match Incentive is \$17,371.78. Staff recommends the following amendment:

Remove the Reno County residency requirement. Staff proposes opening the program to both in-county and out-of-county residents, except for current homeowners. One of the goals of the 2017-2037 Comprehensive Plan is "Hutchinson has a moderate but steady population growth rate". (Goal G.1.3.a) Hutchinson is competing with cities like McPherson, Haven, and Maize for new residents. Keeping the program available only to residents of Reno county does nothing to encourage potential new residents from outside Reno County. We have two potential new residents unable to take advantage of this program because they are not currently living in Reno County. Staff also recommends extending the limitation of not currently owning property to any out-of-county applicants.

Soltow wanted to make sure the applicant lives in the property and it does not become a rental. Hvitlæk said the applicant must live in the home for five years and pay back a portion if they do

not stay in the home for five years. Soltow also said that College Grove is the only featured neighborhood where applicants have purchased homes through this program. Adam Stewart said there have been additional featured neighborhoods established recently, giving potential home buyers more options.

Diane Crabtree asked if an applicant qualifies if they own a home in Reno County. The answer is no because the incentive is for renters to purchase a home to promote home ownership.

The proposal is to open the program to renters in another community or county to bring in a homeowner in a featured neighborhood of Hutchinson when previously it has only been open to applicants inside Reno County.

Motion by Soltow, seconded by Davenport to recommend to the City Council approval to amend the Down Payment Match Incentive Program with the proposed change of removing the Reno County residency requirement and authorize an extended agreement with Interfaith Housing Services. The motion passed with a unanimous vote.

b. CDBG Housing Rehabilitation Action Plan

Seitnater explained that as part of the 2020 Community Development Block Grant Housing Rehabilitation Plan, we need plan approval by the City Council. SCKEDD provided us a model application used in other communities. A copy was included in the packet. One important issue is lead paint. If there is lead paint present, children age six and under would need to be tested before and after work is done on the home. Julia Westfall said the Creekside neighborhood has home demographics that utilizing the grant and SCKEED, a real impact could be made. Seitnater noted that with the pandemic, we will likely be set back on timelines with the project.

Motion by Soltow seconded by Patterson to recommend to City Council, approval of the CDBG Housing Rehabilitation Action Plan. The motion passed with unanimous vote.

c. CDBG Housing Rehabilitation Contractor Guidelines

Seitnater reviewed the CDBG Housing Rehabilitation Contractor Guidelines and what would need to be done to meet guidelines for bid eligibility. He spoke about requirements for HUD and Department of Commerce. Contractors would work on only two houses at a time to complete a home sooner. The guidelines are fairly standard requirements used in most cities. The goal to work with SCKEDD is to enhance a home to make it better quality and give it longer serviceability.

d. Update on Federal Home Loan Bank Grant

Hvitlæk said SCKEDD is working on pre-applications for a Federal Home Loan Bank Grant for home loans which would help with our aging in place. Based on the information to date, Hutchinson would be competitive. Julia Westfall said Hutchinson had a high preliminary score, making Hutchinson favorable to be awarded. SCKEDD would offer classes to applicants on home maintenance, property taxes and other relevant information. The grant could also serve military veterans, handicapped and elderly.

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The grant is for owner occupied homes in Reno County up to \$10,000 per home for fifty homes with three years to complete. Reimbursement is made for each transaction and there is no penalty if we do not reach the full \$500,000. A lien is not required on the properties that participate. There would be \$6,000 for a consultant to write the grant.

Steve Dechant asked if Reno County could be asked to contribute to a portion of the \$6,000 because the grant is for all of Reno County, not just Hutchinson. Hvitlok said he would contact the county on partnering with us.

Motion by Patton, seconded by Soltow to move forward on applying for the Federal Home Loan Bank Grant, passed unanimously.

6. OPEN COMMENTS

- a. Hvitløk said he will send the Housing Commission a copy of the report from Adam Stewart on neighborhood updates.

7. OTHER

- a. The next regularly scheduled Housing Commission meeting is to be determined based on the pandemic and upcoming business.

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

Respectfully Submitted,
Charlene Mosier, Planning Technician

Approved this 19th day of May, 2020.



Secretary
Ryan Hvitlök, AICP, CFM - Director of Planning & Development