

1. ROLL CALL

The Housing Commission meeting was called to order at 3 PM with the following members present: Gregg Binns, Lisa Gleason, Kevin Bleything, Richard Greever, Aubrey Patterson, Dan Rich, Jeff Thomson, and Anthony Finlay. Scott Cooley, Luke McConnaughy, Shelly Kiblinger, Mark Clark, Sue Poltera, and Dianna Hart were absent. Mark Eaton, Land Bank, was also in attendance. Staff in attendance were Jana McCarron, Director of Planning and Development; Amy Denker, Housing Program Coordinator; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the May 25, 2016, meeting were approved on a motion by Binns, seconded by Patterson, passed unanimously.

3. ANNOUNCEMENTS

McCarron said an Associate Planner has been hired and the Planning Department will now be at full staff. His duties will focus on planning, historic preservation, and neighborhoods. He will begin in July.

4. UPDATES

4a. **Brush Up Hutch!**

McCarron said for Brush-Up Hutch applications in the West Avenue A neighborhood, copies of tax returns will not be required, as the program has been revised on a pilot basis to use assessed valuation. Thomson said he and a neighborhood resident went door to door in the neighborhood. This was very successful because the residents knew each other and it allowed for good communication.

4b. **CDBG**

Denker said the last house has been completed. The State is ready to begin close out of the grant. The next grant application deadline will be in August if we choose to submit an application. Grant projects may include public facilities, in addition to repair of homes. Staff will research this and report back to the commission. However, we likely will not be able to make an application given staffing and workload.

4c. **Healthy Neighborhood Initiative**

Finlay said Hutch Rec hosted a park planning event for Ashmeade and Shadduck Parks on June 16, 2016. Approximately 20 residents of the West Avenue A neighborhood attended. He showed posters depicting the dots the residents used to indicate what they would like to see in the parks. Gleason said the neighborhood has selected their neighborhood name; however, they would like to wait for it to be formally released.

4d. **Rental Registration & Inspection Program**

The City Council approved a revised ordinance for the Rental Registration and Inspection Program on June 21, 2016. Exterior rental inspections will be required and interior inspections will be conducted with consent of the lawful occupant. The fee for inspecting single family, duplexes and triplexes will be lowered to \$20 and the fee for apartments will be \$15 per unit. Greever commented he would like the City Attorney to prepare a definition of "lawful occupant" when interior inspections are requested. McCarron stated it was defined in the ordinance.

4e. **RHID**

Hampton East is in the process of being platted and a development plan is being prepared.

5. **OLD BUSINESS**

5a. **Housing Website Proposal**

John Montgomery, Publisher, and Jeanny Sharp, Marketing Solutions Director, with *The Hutchinson News*, gave a presentation on partnering with the City for a new housing website. This website would be a comprehensive resource for housing in Hutchinson, including for sale and for rent homes. Montgomery said there could be a number of pricing options for placing listings on the website; however, the fees could range from \$25 for listing one property for 30 days to \$50 for listing five properties for 30 days, and \$100 for listing 15 properties for 30 days. The proposal would involve a \$10,000 contribution from the City for development of the site and an annual \$5,000 for maintenance. If discounts were to be offered to landlords, funding could come from rental registration fees.

Finlay said he would also like to see some promoting of the site. Patterson would like to see additional rotating photos of a number of neighborhoods and amenities of each neighborhood. Binns would like to review the success of the website in a year. McCarron said Staff recommends approval of the website development with *The Hutchinson News* for the Hutchareahomes.com website.

Motion by Bleything, seconded by Binns to move forward with the development of the website with *The Hutchinson News* for a cost of \$10,000 and \$5000 per year for maintenance, passed with unanimous vote

5b. **Revised Brush Up Hutch Policy**

Denker said the revised Brush Up! Hutch Paint Program policy approved May 25, 2106, was included in the agenda. The revisions were made to transfer the program from the Community Improvement Commission to the Housing Commission.

5c. **2017 Housing Initiatives Prioritization**

McCarron asked the commission to prioritize requests for funds for new housing programs. The commission favored programs that encourage incentivizing private investment in neighborhoods, funding down-payment assistance for renters to purchase homes in targeted neighborhoods and subsidizing loans for home rehabilitation. McCarron said these options are pilot programs and can be expanded if they are successful.

The commission would also like to budget \$10,000 to study infill development and \$5,000 to market the down payment and subsidy programs.

Motion by Gleason, seconded by Bleything to select the down payment assistance program in the amount of \$35,000; subsidize loans for home rehabilitation in the amount of \$30,000 and recommend an infill development study in the amount of \$10,000 and marketing of the programs for \$5,000. The motion passed unanimously.

6. OTHER

6a. **Infill Development Discussion** – none.

Due to the length of the meeting, it was the consensus of the commission to wait on the discussion on infill development.

Bleything mentioned homes in Burlington, Vermont with zero utilities that are being constructed for low income housing. They also come complete with appliances. He would be willing to share photos of these homes at a future Housing Commission meeting.

6b. The next Housing Commission meeting is scheduled for Wednesday, July 27, 2016 at 3:00 p.m.

7. ADJOURNMENT – The meeting adjourned at 4:40 PM.

Respectfully Submitted,
Charlene Mosier, Planning Technician