



MUNICIPALITY OF ANCHORAGE
Housing, Homeless and Neighborhood Development (HHAND) Advisory Commission
SUMMARY MEETING MINUTES
May 16, 2018
FINAL



Call to Order

The Housing, Homeless and Neighborhood Development (HHAND) Advisory Commission was called to order at 3:05 pm at the Department of Health and Human Services, 825 L Street Room 423, Anchorage, Alaska. The meeting was staffed by the Department of Health and Human Services (DHHS), Housing & Community Services Division (HCS), Community Safety and Development (CSD).

I. Roll Call

Commissioners Present	Commissioners Absent	Guests
Doug Lamkin, Chair Nikole Nelson, 2 nd Co-Chair (Arrived at 1540) Niki Burrows S J Klein (Left at 1600) Noel Rea <u>DHHS Staff</u> Nancy Anderson, CSD Program Manager	Claire Waddoup 1 st Co-Chair (E) E = Excused U = Unexcused	Ann Gravier, HUD Monika Winkler, ACEH Mackenzie Pope, MOA Elaine Phillips, HFH

There was a quorum

II. Approval of May 16, 2018 HHAND Agenda

<u>MOTION:</u> Commissioner Klein
<u>SECOND:</u> Co-Chair Nelson
<u>DISCUSSION:</u> Amended to add B. Discussion on contents of HHAND minutes
<u>VOTE:</u> Unanimous

III. Approval of April 4, 2018 HHAND Minutes

<u>MOTION:</u> Commissioner Klein
<u>SECOND:</u> Co-Chair Nelson
<u>DISCUSSION:</u> Amended by Commissioner Rea
<u>VOTE:</u> Unanimous

IV. Conflict of Interest Declarations & Annual Disclosure of Present Economic Interest

There were no conflicts of interest.

V. Public Comment

There were no public comments.

VI. Old Business

A. None

VII. New Business

A. 2018 – 2022 Housing & Community Development Consolidated Plan & 2018 Action Plan – James Boehm, Senior Neighborhood Planner, CSD

Mr. Boehm introduced himself and talked about the responsibilities of Community Safety and Development (CSD). CSD administers the Community Development Block Grant (CDBG), the HOME Investment Partnership program (HOME), Emergency Solutions Grant (ESG) and National Housing Trust Fund program (HTF). Anchorage is an entitlement city which makes it eligible to receive federal funds every year for these programs. Mr. Boehm informed the commissioners of the qualifiers for the programs and went on to give examples of the projects CSD has done.

There is funding for four types of housing projects under the 2018 Action Plan that the Municipality is going to do and they are:

- Rural Alaska Community Action Program (RurAL CAP) - Mobile Home Repair program
- Cook Inlet Housing Authority (CIHA) - Rehabilitation rental housing program
- CIHA - New construction rental housing program
- Housing Trust Fund program to be determined

The CIHA new construction rental housing program is Elizabeth Place, the Municipality gave CIHA CDBG funds for property acquisition last year and they will be getting HOME funds to help with the construction this year. The CIHA rehabilitation rental housing program is Dukes Place. CIHA will acquire that property and rehabilitate it. They are planning on having 27 units for low to moderate income housing, the details have not yet been worked out.

There are several different goals for projects that aren't on this year's Action plan but are possible during the 5 year Consolidated Plan's period. There are some Public Service projects in 2018 Action Plan. There are goals for Public Facilities and economic development projects.

The Consolidated Plan will go through a 30 day public comment period, if there was a substantial change we would have to start the process over again. Because of the timing with HUD there isn't enough time to do that. We're looking to turn both the Action Plan and Consolidated Plan in to HUD by August 15, 2018 if it's after that we lose it, it is a strict deadline cut off.

The public comment period started May 16, 2018 and will end June 18, 2018; the public hearing will be held on June 6, 2018. It then it goes to the Assembly twice, from there to HUD and they have 45 days to review and approve it. If they have something they want to change they can extend that.

The Housing Trust Fund (HTF) project is to be determined as the regulations are 10 times stricter than the CDBG and HOME regulations. One of the requirements is that

we had to amend our last Consolidated Plan and Action Plan of 2016 and 2017 to add the wording that we are going to do a HTF project and we weren't allowed to put it out for application until those actions plans get submitted and approved.

We have an agreement with Alaska Housing Finance Corporation (AHFC) to receive HTF since the HUD funds are awarded directly to AFHC. The 2016 and 2017 Action Plans just went through the Assembly and were approved. Now the Plans will go to HUD for approval. After HUD approval the Municipality can put an application out for the 2016 and 2017 HTF funds and it will be a competitive bid process. The Municipality can't put out the application for the 2018 HTF funds until we get through the same approval process. The biggest thing about the Housing Trust Fund program is that they have a 30 year affordability period.

Next are the Public Service projects, generally the same agencies are getting the money and they work together with the municipality to distribute these funds. Only 15% of CDBG funds can be spent on Public Services. There is a little more this year as there was an increase in funding.

The HOME projects:

- NeighborWorks Alaska - Tennent Based Rental Assistance (TBRA) program
- Habitat for Humanity and NeighborWorks Alaska - CHDO Operating Expenses Assistance

ESG projects

- Catholic Social Services - Rapid Re-housing program
- Aging and Disability Resource Center – Homeless Prevention program

Mr. Boehm suggested that the commissioners read both the 2018 Action Plan and 2018 – 2022 Consolidated Plan as there is a lot of information.

Mr. Boehm was asked about the administration costs, to which he replied the money for the projects is actually called project delivery costs which is negotiable. When somebody applies for the funds we may negotiate or have a cap on it. Ms. Anderson informed the commission that it is not for administration, we are not paying for accounting services or executive staff; it is for the actual delivery of the project.

Commissioner Klein requested that a committee be put together to look into the plan. Chair Lamkin stated that it would be put on the agenda for next month.

There will be a public hearing at 3:00 pm next month on the day the HHAND Commission meets. The commissioners decided that the commission meeting would follow the public hearing at 4:00 and not be part of the public hearing as had been planned at the April 4 commission meeting. The commissioners may attend the public hearing on their own.

Ms. Anderson informed the commissioners that this pot of money is from HUD funds, there are other funds that come through our office, through the department under Nancy

Burke's guidance who is the Mayor's Homeless and Housing Coordinator. We have also received funding from EECBG, 108 loans, and for other projects.

Commissioner Rea asked if there were any ICDBG, Mr. Boehm and Ms. Anderson both replied that they had not seen any. He informed them that it is tribal, it's Indian Community Development Block Grant. Ms. Anderson said that the Municipality works with CIHA and with South Central Foundation who will be doing a feasibility study for a substance abuse treatment center.

Commissioner Rea asked since you work with CDBG, if there was any alignment or planning done with ICDBG. Ms. Anderson informed him that we do not work with any of the tribal organizations, we work with the housing authorities. Ms. Gravier from HUD will check to see if there is any alignment with ICDBG.

Mr. Boehm thanked the commissioners.

The commissioners discussed and decided on forming a committee or work group off site to discuss the Consolidated Plan and 2018 Action Plan. It was noted that a public notice is required if there is a quorum which is the attendance of five members. Commissioner Burrows will be gone from the 30th of May until probably the 20th of June. Co-Chair Nelson will be taking a 3 month sabbatical that starts next week.

The 2018 Action Plan will be discussed at the next commission meeting which will be held on June 6th from 4:00 – 5:30 p.m. following the 3:00 public hearing.

B. Minutes – Discussion on contents of the HHAND Commission minutes.

Commissioners to take a more active role in review of draft

Commissioner Rea commented on the content of the minutes as follows. I just felt like there is, as a new commissioner, I want to advocate to show that there's some deliberation happening here of some capacity, good bad or otherwise and have the minutes really reflect any of that and that's fine but let the people know there's some engagement with this, does not have to be a transcript but I think the topics came up and the minutes really reflect what was covered, and so that's totally from my prism of how I contributed the quote to me in the minutes so it wouldn't be dumped on anybody else or the commission as a whole, but I think those, I felt like those were meaningful pieces that probably should have been in there that reflected kind of at least one commissioner's comment. I don't recall a push back against that it certainly could be added, but anyway I just wanted, I feel like the document could be a little more alive, a little more meaningful. We don't have a lot of authority of powers but we could pass resolutions, but still as a new commissioner struggling kind of a role of where we start and stop and kind of getting a feel from other people within the city, it's like, well the commission has always just taken a passive role in all these things, they could be more active if they want to. O.K. let's be more active I say, so that was the premise by which I did that and I think we can be, I'm happy to edit as I see it and I hope everybody else does, not long minutes just a little more about what we covered, what we saw. Speech over.

Ms. Anderson explained to the commissioners that this is why the minutes are sent to them to go over as they are “draft” minutes.

Commissioner Burrows said that has always been one of her pet peeves, when she takes minutes you see a lot of stuff and most people don’t want that so. Commissioner Burrows went on to say, I haven’t said anything because I know that this is kind of basic for a lot of organizations but I agree with Noel I would like to see more information in there because it looks like we meet say “hi” and kind of go away, doesn’t really give you any information of what we talked about particularly.

Chair Lamkin thanked the commissioners for their observation.

VIII. Reports

A. Subcommittee Reports

There were no subcommittee reports.

B. Commissioners’ Comments

There were no comments.

C. MOA Representative’s Report

Ms. Anderson noted that Mr. Boehm gave a summary of what’s been going on, the focus has been on getting out for public comment the 2018-2022 Consolidated Plan and 2018 Action Plan. She informed the commissioners that these plans are on-line. There are possible projects shown that are not being done in 2018 but we want to make sure that we have them in the Consolidated Plan. For example the Mayor’s office and Nancy Burke have been trying to figure out a way to do some sort of economic development job creation with CDBG funding which could be put in the 2019/2020 Action Plan. The Public Facilities the same thing.

The 2018 funding for CDBG is \$1.7 million, which is about \$100,000 more than last year. HOME funds have been around \$545,000 and has increased approximately \$200,000.

Co-Chair Nelson asked if there were updates on the HHAND Commission’s vacancies, to which Ms. Anderson replied that she checked on the Assembly’s agendas and there were no new commissioner appointments. Melinda Freemon, Director of the Health Department, authorized Ms. Anderson to email City Hall with a list of the empty seats, so far nothing has happened.

Ms. Anderson informed the group about other funding. To name a couple, there’s homeless outreach through APD being done with two new positions under Nancy Burke’s office. There’s a lot being done for the homeless in Anchorage Coalition to End Homelessness (ACEH) and RurAL CAP.

Regarding Clithroe Center, The Salvation Army just put out notice that they are going to vacate that building. There is funding from the State, for around \$4,000,000 but will need funding to build a facility. Southcentral Foundation will be doing the feasibility study on a substance abuse treatment facility. Colston Consulting Group will be doing a

study on what type of facilities can be funded with the Medicaid restrictions and waivers. Steve Fishback, Architect, completed a study on treatment providers wait lists, open beds due to lack of funding or qualified staff.

Ms. Winkler of ACEH spoke about a feasibility study for a pilot program United Way is doing that targets the homeless population. It's something the commission may want to invite somebody to talk about.

IX. Adjourn

Meeting adjourned at 4:20 pm.

Next meeting Wednesday June 6, 2018 at DHHS, 825 L Street Room 423 from 4:00 to 5:30 pm. Discuss 2018 Action Plan and 2018-2022 Consolidated Plan.

Reminder about the public hearing from 3:00 – 4:00 pm same date and location as the HHAND Commission meeting.