

Regional Housing Council

Agenda: Wednesday January 26th, 2022 (4:00 p.m. – 5:30 p.m.) (via Zoom)

Jim Cooper: Chair, Carolina Mejia: Vice-Chair

#	TIME	AGENDA ITEM	LEAD	ACTION
1	4:00 – 4:05	Welcome and Introductions <ul style="list-style-type: none">• Check-in• Review Agenda/Meeting Purpose	Jim	
2	4:05 – 4:15	Public Comment For public comment, please keep your comments to 3 minutes.	Jim	Information
3	4:15 – 4:20	Approval of October and December minutes	Jim	Action
4	4:20 – 4:25	Vote for Chair and Vice-Chair	Jim	Action
5	4:25 – 4:50	Scattered Site Project status update	Keylee	Information
6	4:50 – 5:00	2022 Request for Proposals	Tom	Action
7	5:00 – 5:20	Technical Team working group updates <ul style="list-style-type: none">• Diversity, Equity and Inclusion RFP• Home Fund	Keylee and Tom	Information
8	5:20 – 5:25	HAT and RHC Retreat Update	Jim	Information
9	5:25 – 5:30	Good of the Order	Jim	Information
10	5:30	Upcoming Meetings <ul style="list-style-type: none">• Next RHC Meeting Wednesday February 23rd 2022 Location: Zoom meeting		Information

REGIONAL HOUSING COUNCIL

Wednesday October 27th, 2021 Meeting Minutes

ATTENDEES:

Lacey: Carolyn Cox, Lenny Greenstein, Rick Walk, Kelly Adams, Scott Spence

Tumwater: Michael Althaus, Joan Cathey, Brad Medrud, John Doan

Olympia: Jim Cooper, Dani Madrone, Cary Retlin, Darian Lightfoot

Thurston County: Carolina Mejia, Ramiro Chavez, Keylee Marineau, Tom Webster, Jacinda Steltjes, Schelli Slaughter

South County: JW Foster, Holly Smith

Public: Jimmy Madsen

Meeting began at 4:02 pm.

Agenda Item 1: Agenda approved

Agenda Item 2: Public Comment

Jimmy Madsen asked the RHC to support Olympia with funding for beds and storage totes at the Mitigation site.

Lisa Gilotti with Build a Bus Home and Shower Power, reported that they are focusing their services on one location, at Capital Christian Center on Saturdays. They are looking for additional volunteers.

Cary Retlin added that Olympia met with CCS to discuss additional funds for beds and cots at the mitigation site, as much as Olympia can.

Agenda Item 3: Minutes from September: Motion and second, all approved.

Agenda Item 4: Hotel and Rapid Rehousing RFP Recommendation

Tom gave an update: The County will receive \$1.6M from the 1277 document recording fee fund for hotel vouchers and rapid rehousing projects. The RFP was issued last month. They received 6 applications, the Review Team reviewed the applications and made recommendations to the Funding Team. The Funding Team has forwarded their recommendations to the RHC. With their approval County staff will complete the funding application to commerce for the \$1.6M.

Requests included:

1. Community Action Council, Rapid Rehousing
2. Family Support Center, Hotel Vouchers
3. Love Abounds Here, Rapid Rehousing and Hotel Vouchers. Rapid Rehousing proposal was not in compliance with Low Barrier requirements from Commerce.
4. OlyMAP, Hotel Vouchers, including Scattered Site program as well as Emergency Hotel stays for times when camps are removed.
5. Pierce County Aids Foundation, Rapid Rehousing
6. Safeplace, both Rapid Rehousing and Hotel Vouchers

The Review Team prioritized Rapid Rehousing for full funding. The Funding Workgroup recommended most of the same amounts as the Review Team, with one difference to give \$10,000 more to Love Abounds Here. Funding Group recommendation includes funding to all applicants, however some would not receive their full request.

Mayor Foster asked if Love Abounds Here has established a connection with the one hotel in Yelm. Their application identified the Yelm Prairie hotel.

Councilmember Althaus asked for more information on OlyMAP, are they a non-profit, do they have the structure to operate, and capacity. OlyMAP is a new organization, the County contracts with them to operate the Scattered Site program. Their fiscal sponsor Angels For Angels is the contractor with the County and they handle the billing.

Motion to approve the Hotel Voucher and Rapid Rehousing application at \$1,584,399 per the Funding Group recommendation, motion and second. Commissioner Mejia commended the Technical Team for the tight turnaround. All approved.

Commerce will likely issue additional 1277 funding early in 2022.

Agenda Item 5: Martin Way and Carpenter Rd Project Update

Keylee gave an update, County staff submitted a complete application to Community Planning for temporary use at the site. Community Planning will expedite the application review, and staff will have a public meeting next Thursday. They are asking that the public pre-submit their questions so that they can have answers ready. Multiple panelists will be present including staff from the County, Olympia, Providence, OlyMAP, and Sherriff representatives.

Tom gave information on the MOU regarding Safe Parking and Martin Way site. The Martin Way site portion of the MOU refers to the 6 – 7 months of use of the Martin Way temporary use permit. The second phase of the MOU is regarding a longer term solution including property acquisition and development of the acquired property.

Councilmember Greenstein added that it is mistake to not have a public hearing, the public is frustrated. Chair Cooper added that this is a difficult time for a project, nothing is ideal in the current situation, confident that the plan is a good one to accommodate concerns. Councilmember Cox added that Lacey meetings on this subject run very long, recommend that the County meeting be allowed to run and not cut off due to time. Vice-Chair Mejia added that they hope the meeting clears up any circulating misinformation, and emphasized that they all are partners in this.

Agenda Item 6: Technical Team working group updates

Tom gave an update on the Permanent Supportive Housing framework. They made some revisions based on comments from the RHC and partner jurisdictions. Looking for comments. Councilmember Althaus added that the reference to the hotel in Tumwater is good to include.

County Manager Chavez added that one of the biggest concerns is County staffing. Ramiro is asking partner jurisdictions to commit to increase capacity of staff to complete this work. Need one full time position for about 2 years to work on these projects. Ramiro has presented a proposal to City Managers, with costs of the additional staff allocated based on the Interlocal agreement. Chair Cooper spoke to Jay

Burney about this, Olympia has set aside \$2M of ARPA funds for this PSH project, their suggestion is to pool the ARPA funds into the whole proposal and take the admin and staffing costs out of that. Councilmember Althaus spoke to John Doan and Councilmember Cathey. They would like to see as much as possible go to creating beds, but understand that it takes staff time. Would like to have specific discussion about job duties. Councilmember Cox adds that they have not discussed this and holds comment until she can talk to Council.

Ramiro is looking for an acknowledgement of the need for additional staff from the RHC, and direction to work with City Managers to move this forward. All agreed.

Keylee gave an update on the Diversity, Equity, and Inclusion RFP, it is specific to the Homeless Crisis Response System (HCRS) and the RHC set aside \$150,000 to address this issue. Commerce has also tasked all HCRS to address this issue with measurable outcomes. Current deadline for applications is November 12th. Currently working to develop an equitable Review Panel and to ensure the process is meaningful to the System.

The County Home Fund public hearing will happen November 23rd. Currently accepting public comment. Ramiro requests to have written response from the Cities prior to or at the public hearing.

Agenda Item 7: HAT and RHC Retreat Update

Chair Cooper has been attending the HAT subgroup meetings, very happy with the level of engagement and all the partners present at these meetings. Noted that the Senior Housing group serves a large portion of the population including a large number of unhoused seniors. The plan for a joint meeting is to hold a retreat in the spring. Manager Chavez encouraged the RHC to engage with Thurston Thrives Coordinating Council. Councilmember Cox mentioned reaching out to the Chamber as they are holding discussions/meetings on chronic homelessness.

Agenda Item 8: Good of the Order

Chair Cooper noted that the next RHC meeting is the week of Thanksgiving, would suggest combining the November and December meetings to one meeting on December 8th at 4pm. All agree.

Councilmember Althaus added that Tumwater had a work session where they discussed and supported the countywide Home Fund, he expects Tumwater will provide formal support.

Scott Spence asked if they could all identify the ARPA funds from each jurisdiction that are being committed so they know the total amount available. Could they come with those numbers to the next RHC? Lacey is willing to do full 100%, which is over \$6M. If jurisdictions are comfortable putting in specific numbers into the PSH plan Tom can add that, first Manager Chavez will talk to jurisdiction managers to confirm the amounts.

Keylee added she met with the King County Regional Homeless Authority representative about their regional efforts and has invited them to attend an RHC meeting.

Meeting Adjourned: 5:25 pm

Next Meeting: December 8th, 2021, 4:00 pm

REGIONAL HOUSING COUNCIL

Wednesday December 8th, 2021 Meeting Minutes

ATTENDEES:

Lacey: Carolyn Cox, Kelly Adams, Scott Spence

Tumwater: Michael Althaus, Joan Cathey, Brad Medrud, John Doan

Olympia: Jim Cooper, Dani Madrone, Keith Stahley, Darian Lightfoot

Thurston County: Carolina Mejia, Ramiro Chavez, Keylee Marineau, Tom Webster, Jacinda Steltjes, Schelli Slaughter

South County: Holly Smith

Public: Ted Kelleher

Meeting began at 4:00 pm.

Agenda Item 1: Agenda approved

Agenda Item 2: Public Comment, none

Agenda Item 3: Minutes from October: Agenda Item missed, not approved

Agenda Item 4: Presentation from Ted Kelleher

Topic: what to expect in coming months regarding increasing rent and potential evictions. Ted is from Department of Commerce and heads the department managing rental assistance. First comment is that after reviewing data he does not have a clear answer or prediction. Bureau of Labor statistics data: rent increases were at 5% pre-pandemic, continued to increase during pandemic but to lesser amount (2 – 4%). Another source indicated rent decrease over same timeframe, although this data was a smaller sample size. Overall not a substantial increase in rent. House prices have increased substantially more than rent. Vacancy rate is staying around 4%. Strong correlation is standard between rent level and homelessness. Administrative data last year showed a 2% increase in homelessness in Washington state.

Questions: Councilmember Smith asked if the employment rate includes people looking for jobs. Measuring people looking for jobs, do not know how many people left job market completely. Keylee commented that Nick Yuva from Commerce (works with Landlord Mitigation program) is hearing about 25 – 75% rent increases. Are the anecdotal rent increases captured in this data? Yes, however noted that the data is through October, the last month of the moratorium. Discussion followed regarding rent burden and the need for census data to determine that. Commissioner Mejia commented on the rent assistance that is put out, combined with unemployment rate, will this data change once the resources run out. Commerce is putting out \$1.5B in rent assistance, unknown how or if that will continue, also a Federal discussion of expanding the housing vouchers. Discussion followed regarding the needs of people with fixed income, racial inequity in the rental market, inflation issues, and the changes that happen when communities become a higher income area but lower income workers become priced out.

Agenda Item 5: Lacey Homeless Strategies Workgroup

Scott Spence and Kelly Adams gave an overview. The Community Workgroup on Homelessness is a 23 member workgroup developing recommendations and strategies to the City Council. They will have a 2 week open house starting on Friday, after which they will finalize their recommendations to Council. Have had an open and transparent process to develop the goals and the plan. Open house will allow the public to provide their thoughts on the plan.

Agenda Item 6: Letter to Port of Olympia in Support of Oyo hotel

Tom gave an overview, regarding a potential acquisition of the Oyo Hotel by the Housing Authority. Information came out that the Port was not moving forward with requesting a waiver from the FAA. However after other jurisdiction input and offers of assistance the Port is moving forward with the waiver request. The question to the RHC is if the RHC wants to submit a letter of support to the Port regarding this waiver and potential acquisition. The concern is that there is an underlying Deed Restriction that states that the property cannot be used for residential purposes and that some kind of financial benefit comes to the FAA, both of which are substantial hurdles. How much is the lease revenue? About \$45K a year, extended over the life of the lease becomes substantial amounts of money. However when taken by the year, it is less than \$1K a unit per year. County Manager Chavez commends the letter and encourages the RHC to submit, recommends making the end of the letter more direct, Chair Cooper agrees. Council member Cox recommends adding statistics regarding the need for Senior Housing.

Direction for Chairs to work with County Manager Chavez and Staff to make revisions to the letter and submit to the Port.

Agenda Item 7: HCRP Report Update

County was asked by Commerce to prepare a report on the progress regarding the Homeless Crisis Response Plan. County is mid-way through the 2019 – 2022 Plan. Items to address include 1) the current status of homelessness in the County, 2) performance meeting goals, and 3) plan changes. Keylee gave an overview of the specific objectives and measures of success of the Plan. At the start of the Plan implementation, the pandemic hit, which resulted in the need to modify many tasks such as outreach and sheltering. New funding (ESG, EHG, ERAP, TRAP) related to Covid resulted in increased funding to outreach, shelter, rent assistance. Interfaith works has started a respite bed program with help of FEMA funding. Commerce also prioritized racial equity in the HCRS, \$150,000 set aside in the Housing budget to hire a Diversity, Equity and Inclusion consultant to address and reduce racial disparities in the system. Have also met the 300 PSH unit objective, and will be adding more PSH units through the PSH plan being developed by the RHC.

Agenda Item 8: Technical Team Updates

Tom gave an update on Regional MOUs, discussion of use of ARPA funds, committing to regional projects. Proposed key elements of an MOU: reiterate commitment to work regionally, state the amounts jurisdictions are able to commit, listing potential projects (land acquisition, hotel acquisition and conversion, other projects), stating that each jurisdiction would retain financial control of ARPA, with ILA developed for each specific project, funds for support of a new position at the County for program management. Looking for RHC guidance on if developing an MOU with these elements is a useful task. County BoCC has set aside the ARPA funds for regional housing projects. Discussion followed

regarding intent, transparency, regional commitment for housing projects, long term operation and maintenance of these projects. Need to add language regarding long term commitment to operate the projects. Decision to let the Managers determine the best document to develop and finalize for this topic.

The 2022 Request for Proposal (RFP) funding cycle will begin soon, it will be a smaller amount of funding because last year the RHC awarded 2 year contracts. The RFP this year will be primarily for cold and hazardous weather, and capital projects. The 1277 funds will not be available for an RFP until late spring, so County will have a second RFP later in 2022. The County has also submitted an application for hotel leasing/Rapid Rehousing funds which should become available in January.

Commissioner Mejia added that the Commissioners reviewed a draft Home Fund ordinance. BoCC consensus on the Home Fund coming to the RHC for oversight. BoCC will review an updated ordinance after legal review in January. Manager Chavez added he is working with County legal on the ordinance to develop a final draft for BoCC to consider in January.

Agenda Item 8: HAT and RHC Retreat Update

Chair Cooper has met with Keylee and Megan regarding a retreat. Need to discuss facilitator, funding, location, timing, and public information session. Discussion follows regarding procurement of facilitator, which jurisdiction can take the lead on this, cost sharing among jurisdictions.

Agenda Item 9: Good of the Order

Keith gave an update on the Deschutes camp clearing. All people living there have left the property. Thanked the County and OlyMAP for their work on this. Roughly 50 people were moved to hotels. Refuse cleanup at the site is ongoing. Clearing the north end of Ensign Road will be happening as well. Interfaith Works and LIHI will be hosting the Unity Commons grand opening on December 21st.

Public Health Director Schelli Slaughter will be leaving the County in early January, RHC members gave individual thank you messages.

Meeting Adjourned: 5:40 pm

Next Meeting: January 26th, 4:00 pm

Estimated Affordable Housing and Homeless Services Revenues for 2022 RFP

Revenue Source	Purpose/Use of Funds	2022 Revenue Estimate	2022 RFP – Amount Available	Notes
HOME	Federal – affordable housing (pipeline)	\$700,000	\$700,000	To be used for Pipeline projects (Estimate based on 2021 award)
CDBG	Federal – community development	\$1,000,000	\$1,000,000	South County will recommend awards and lead RFP process (Estimate based on 2021 award)
2060	Local – affordable housing (pipeline)	\$450,000	\$550,000	\$450,000 projected + \$100,000 fund balance. To be used for Pipeline Projects
CHG	State – Homeless services	\$792,598	\$0	2 year contract with State (2021-2023)
HEN	State – Housing and Essential Needs	\$3,787,390	\$0	2 year contract with State 92021-2023
2163	Local – Homeless services	\$2,800,000	\$400,000?	\$2,783,347 in renewal contracts (including funded set-asides). \$400k RFP is for Cold/Hazardous Weather
HSF	Local Sales Tax	\$272,621	\$0	Awaiting final 2022 contribution from some jurisdictions
1277	State Doc recording fee	?	?	RFP in late Spring
Total		\$9,802,609	\$2,650,000	

Proposed 2163 Set Asides for 2022

	2021 – Actual	2022 Proposed	Length of Award	Notes
Coordinated Entry	\$250,000	\$250,000	2 years	Approve extension of 2021 contracts
Housing Basic Needs	\$200,000	\$200,000	2 years	Approve extension of 2021 contracts
Cold and Hazardous Weather	\$250,000	\$400,000	1 year	Issue RFP
Point in Time Count	\$25,000	\$25,000	1 year	Not included in RFP
Emergency Funds	\$200,000	\$200,000	1 year	Not included in RFP
Homeless Coordinator	\$115,000	\$120,000	1 year	Not included in RFP
Racial Equity Technical Assistance	\$150,000	\$0	1 year	
Totals	\$1,190,000	\$1,195,000		

2022 Proposed Schedule for RHC Funding

January 26, 2022	RHC meets. Approve set-asides and RFP for capital and cold/hazardous weather. Discuss plan for RFI and 1277 funds being delay until Spring 2022.
February	Approval from BoCC to issue RFP
February 23,2022	RHC meets. Final update on RFP process
February 25, 2022:	Notice of Funding Availability / Request for Proposal released and notice published in the Olympian, the County's newspaper of record
March 3, 2022:	Bidder's conference, virtual via Zoom. Registration information is available here: https://www.co.thurston.wa.us/health/admin/funding/index.html
April 1, 2022:	Applications, submitted through ZoomGrants are due no later than 12:00 p.m. (Noon)
April 2022:	Cold/Haz Weather Applications are reviewed by Technical Team. Capital applications reviewed by Tech Team, to include 2 AHT members
April 2022	CDBG applications reviewed by South County and CDBG work group
May 2022:	Final funding recommendations
June 2022:	Recommendations to the Board of County Commissioners
June 2022:	Thurston County completes requirements to add funded projects to the FY 2020 HUD Annual Action Plan, including additional public hearings.
July 15, 2022:	Thurston County submits FY 2021 HUD Annual Action Plan to HUD

Proposed Next Steps for Capital Pipeline Process

1. Put issuance of a Request for Information for placement of projects on 2025 on hold until a decision on the enactment of a county-wide Home Fund occurs.
2. If a county-wide Home Fund is approved and the ordinance calls for the establishment of a Community Advisory Board (CAB) to oversee the process for awarding these funds, have the CAB assume responsibility for all affordable housing capital funds, including HOME, 2060, and 1406 funds. CAB would determine if and how to continue the Pipeline.
3. If a county-wide Home Fund is NOT approved, hold a follow-up meeting between the RHC Funding Workgroup and the Affordable Housing Team to determine the process for issuing and RFI, with a goal of issuing an RFI by May 2022.

Proposed Next Steps for 1277 Funding

1. Expect guidance from Commerce on 1277 funds in March.
2. During April, obtain input from the Housing Action Team on priorities related to use of 1277 Funds
3. At April 27th RHC meeting, seek RHC decision on funding priorities, including what funds to RFP. Seek RHC approval to issue RFP.
4. After BoCC approval in early May, issue RFP in mid- May.
5. Applications due in mid-June
6. Review and scoring of applications by RHC Tech team in late June
7. Approval of recommendations by RHC in July
8. Prepare and submit application to Commerce in early August.
9. Contracts in place fall 2022.

Pro Rata Share of RHC jurisdiction contribution to RHC retreat facilitation

Estimated total cost: \$25,000

	Population	Percentage	Share of \$25k
All Thurston County	294,793	100.0%	\$ 25,000.00
City of Olympia	55,605	18.9%	\$ 4,715.60
City of Lacey	53,526	18.2%	\$ 4,539.29
City of Tumwater	25,350	8.6%	\$ 2,149.81
City of Yelm	10,617	3.6%	\$ 900.38
Balance of Thurston County	149,695	50.8%	\$ 12,694.92