

Regional Housing Council

Agenda: Wednesday February 15th, 2023 (4:00 p.m. – 5:00 p.m.) (via Zoom)

Carolyn Cox: Chair, Carolina Mejia: Vice-Chair

#	TIME	AGENDA ITEM	LEAD	ACTION
1	4:00 – 4:03	Welcome and Introductions <ul style="list-style-type: none">• Check-in• Review Agenda/Meeting Purpose	Carolyn	
2	4:03 – 4:05	Approval of January 25th minutes	Carolyn	Action
3	4:05 – 4:10	Southport - Lansdale Pointe Apartment Project Proposal	Tom	Information and Possible Action
4	4:10 – 4:35	RHC Advisory Boards	Keylee & Jacinda	Information and Action
5	4:35-4:50	HOME ARP Plan	Tom	Information
6	4:50 – 5:00	Homes First ADU	Tom	Information and Possible Action
7		Good of the Order	Carolyn	
8	5:00	Upcoming Meetings <ul style="list-style-type: none">• Next RHC Meeting Wednesday February 22nd, 2023, 4pm Location: Zoom meeting		

REGIONAL HOUSING COUNCIL

Wednesday January 25th, 2023 Meeting Minutes

ATTENDEES:

Lacey: Carolyn Cox, Rick Walk, Ryan Andrews

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

Olympia: Dani Madrone, Clark Gilman, Rich Hoey, Darian Lightfoot, Jacinda Steltjes

Thurston County: Carolina Mejia, Ramiro Chavez, David Bayne, Tom Webster, Keylee Marineau

Meeting began at 4:00 pm.

Agenda Item 1: Agenda approved, motion and second

Agenda Item 2: Minutes from January 11th meeting, motion and second, approved.

Agenda Item 3: Public Comment

Agenda Item 4: Vote for Chair/Vice Chair

At this meeting the group voted for a Chair and Vice Chair. Both a city and county representative must take these positions. Carolina and Dani nominated Carolyn as Chair for the next year. The group voted in favor of Carolyn as Chair.

Carolyn nominated Carolina as Vice Chair, this was seconded by Michael and the group voted in favor of Carolina to continue to serve as Vice Chair for the next year.

Agenda Item 5: Southport Financial Project Proposal

Darian gave an update. Clarifications on providing a loan were given. The loan must be at a 1% interest with a term of 22 years. Payments will be made back yearly, at approximately \$26k per year. This breaks down to roughly \$13k paid back to the city and the other \$13k to the RHC. Possible funding options are the City Home Fund, County Home Fund, and 1406. Home ARP does not meet the requirements for this project. Since Olympia has already made their commitment, their funds can be utilized first giving the RHC until the end of 2024 to determine what funding source they want to utilize and if they want to move forward with a grant or loan. The group approved a motion to move forward providing a commitment letter for this project.

The group further discussed how they should approach projects that are presented outside of the normal funding cycle. It's important to the group to be able to remain flexible and be able to fund emergencies or great opportunities, but also ensure that groups aren't utilizing that process over the normal RFP process. Rick suggested having the tech team and new advisory boards work on creating additional policies for projects that come up out of the normal RFP cycle. The group agreed to this idea and look forward to their recommendations.

Agenda Item 6: Funding Priorities/RFP – Approve/finalize priorities, set-asides, funding amounts, scoring criteria

Tom updated the group on funding amounts. For capital affordable housing dollars, Federal HOME funding will remain similar at \$750,000. 2060 local document recording fees are at \$250,000 for a total of \$1,000,000. There are two projects currently in the pipeline for this funding, Yelm Longmire by Habitat for Humanity and Sequoia Landing by Housing Authority.

Homeless Services are estimating the following funding: CHG - \$600,000, HEN \$3,800,000, 2163 document recording fees \$1,500,000, Home Fund \$1,350,000, 1277 \$3,000,000 totaling roughly \$10,250,000 for homeless services which is a reduction from the last funding period.

For the Human Services fund, they are still in the process of revenue projection. However, they are projecting \$320,000 which is an increase from the last funding period.

Additionally, Tom is proposing set asides. These include: \$250,000 for Coordinated Entry, \$200,000 Housing Basic Needs, \$250,000 Cold and Hazardous Weather Shelter, \$25,000 Point-in-Time Count, \$200,000 for Emergency Funds, \$50,000 for the Lived Experience Steering Committee stipends, up to \$25,000 for Advisory Board stipends – these funds would come from the Olympia Home Fund, and up to \$60,000 for agency DEI trainings. These total roughly \$1,000,000 in set asides. Tom asked the group if they wanted to reduce any of these set aside amounts considering the reduced funding overall.

Clark asked about the \$400,000 vs \$250,000 for Cold and Hazardous Weather Shelter funding. Tom and Keylee explained that during last year's RFP they set aside \$400,000 for a single adult shelter that unfortunately didn't come to fruition and they are not anticipating a single adult provider to apply for those funds this year. Therefore, the \$250,000 is the typical amount set aside for warming centers and other hazardous weather resources.

Dani asked if the OlyMAP and ORCAA project was funding from this \$200,000 worth of Emergency funds. It was, using up about \$110,000 of these funds. Dani recommended that emergency funds be increased, but not reduced.

Tom moved forward asking for the RHC's approval of these funding recommendations. The group approved these funding recommendations.

Tom then presented the Scoring Criteria, which for the most part has not changed from the previous RFP period. One exception is an addition under the "Importance to the Community" section specifically for those applying to facilitate the Lived Experience Steering Committee. This criterion aims to identify applicants with a clear understanding and experience centering the voices of individuals with lived experience of homelessness. The RHC approved the Scoring Criteria to move forward.

Tom presented the Funding Priorities from the Homeless Housing Hub (HHH). These priorities included funding programs already in operation. Though, Tom did advise that because funding has been reduced this year, we won't be able to fund at the same level as previous years. The HHH's second priority was DEI training, which was included in the set aside funding this year. Their third priority wasn't funding related but to include bridging activities within the RFP to create a wider collaboration between providers within the system. The RHC also approved these recommendations to move forward.

All of these will now move to the BoCC for final approval before the RFP is issued. Tom hopes to issue the RFP on 2/24 with applications due 3/31.

Agenda Item 7: RHC ILA

Language around 1406 funds being required to go to each city council for approval has been removed in the latest amendment edit. Instead, language was added so that these funds can be treated like the HSF funds. Language was also added allowing jurisdictions to apply for 1406 funds for projects within their jurisdictions.

There was concern that there is no language within the ILA about representatives from each jurisdiction being on each Advisory Board. Tom, Keylee, and Darian explained that there is language within the charter about representation but having language within the ILA can be difficult because it is heavily dependent on who applies to be on the advisory boards, and where those applicants are from.

Tom asked that the RHC approve the ILA track changes to move this amendment forward for approval and signature. The group agreed to the track changes.

Agenda Item 8: RHC Advisory Boards

Keylee let the group know Advisory Board applications will be reviewed and scored by 2/8 so that interviews for recommended applicants can take place 2/8-2/10. There were 21 for the Homeless Services Advisory Board and 26 applicants for the Affordable Housing Advisory Board. Keylee and Jessica Olson will be facilitating and reviewing applicants for the Homeless Services Board. Tom, Darian, and Jacinda will be reviewing and facilitating the Affordable Housing Board. Brad Medrud will be reviewing all applications and providing feedback as well.

Agenda Item 9: PIT

The annual Point-in-Time census is required by the U.S. Department of Housing and Urban Development to provide data on how many individuals are currently experiencing unsheltered homelessness, sheltered homelessness and how many individuals are living in transitional housing. The County is preparing to engage individuals in a survey count. They have planned activities, food, and are offering survival supplies to encourage individuals to take surveys. This year they are also offering laundry services, which is a new activity that they hope will encourage individuals to participate. OlyMAP will also be calling individuals through the Coordinated Entry list to try and conduct surveys over the phone.

Agenda Item 10: ROW Update

The sale of the Days Inn is anticipated to close this Friday, 1/27. Outreach continues but movement off encampments remains slow. Franz Anderson continues to move forward preparing for the tiny home village.

Agenda Item 11: Good of the Order

Dani requested that the agenda be sent out earlier in the week.

Carolyn asked the group to consider returning to in-person meetings. It was agreed that in-person would be beneficial but to wait until after the legislative session. Andy also suggested that the group possibly

move to one meeting a month or at least one meeting remain a hybrid model. Carolyn asked the Tech Team to work on options for in-person meetings.

Meeting Adjourned: 5:45pm

Next Meeting: February 15th, 4:00 pm

Affordable Housing Advisory Board Recommendations

Name of Candidate	Candidate is a resident of or represents an organization that substantially operates in Olympia, Lacey, Tumwater, Yelm and unincorporated Thurston County.	Candidate is an active member of Thurston Thrives Housing Action Team (or HAT sub-work team)	Candidate is a member of the Lived Experience Steering Committee or has lived experience as homeless *	Candidate has lived experience/expertise such as: <i>current resident of subsidized housing unit, or eligible to participate in a federally subsidized housing voucher program</i>	Candidate identifies as belonging to an identity group that is over-represented in the Homeless Crisis Response System (<i>Black, indigenous, person of color, LGBTQIA+, living with a disability</i>)
1 Deb Larson	Yelm	Yes	Yes	Yes	Yes
2 David Puszczewicz	Olympia	Yes	yes	No	Yes
3 Meg Martin	Unincorporated Thurston County	Yes	No	No	Yes
4 Talauna Reed	Olympia	No	Yes	No	Yes
5 Charlia Messinger	Unincorporated Thurston County	Yes	No	No	Yes
6 Carly Colgan	Tumwater	Yes	No	No	Yes
7 Grace Lee	Olympia	Yes	No	No	Yes
8 Kendra Landais Cherry	Olympia	No	Yes	No	Yes
9 Trudy Soucoup	Olympia	Yes	No	No	No
10 Trish Gregory	Unincorporated Thurston County	Yes	No	No	No
11 Craig Chance	Unincorporated Thurston County	Yes	No	No	No
12 Jessie Simmons	Unincorporated Thurston County	No	Yes	No	No
13 Donna Feddern	Unincorporated Thurston County	No	No	No	Yes

Homeless Services Advisory Board Recommendations

Name of Candidate	Candidate is a resident of or represents an organization that substantially operates in Olympia, Lacey, Tumwater, Yelm and unincorporated Thurston County.	Candidate is an active member of Thurston Thrives Housing Action Team (or HAT sub-work team)	Candidate is a member of the Lived Experience Steering Committee or has lived experience as homeless *	Candidate identifies as belonging to an identity group that is over-represented in the HCRS	Candidate has experience as a direct service provider
1 Ti'eri Lino	Olympia	Yes	Yes	Yes	Yes
2 Stephanie Reinauer	Olympia	No	No	Yes	Yes
3 KayVin Hill	Olympia	No	Yes	Yes	Yes
4 Joshua Chaney	Unincorporated Thurston County	No	Yes	Yes	Yes
5 John Brown	Unincorporated Thurston County	Yes	Yes	Yes	Yes
6 Candice Garman	Lacey	No	Yes	No	Yes
7 Anthony Ducote	Olympia	No	Yes	Yes	Yes
8 Anna Schlecht	Olympia	Yes	Yes	Yes	No
9 Tammie Smith	Olympia	Yes	Yes	No	Yes
10 Leslie Van Leishout	Lacey	Yes	Yes	No	Yes
11 Nova Paden	Olympia	No	Yes	Yes	Yes

Thurston County HOME ARP Allocation Plan

Executive Summary

Background:

Thurston County has received an allocation of \$3,053,476 from the American Rescue Plan (ARP) which was allocated under the federal HOME Investment Partnership Program (HOME) administered by the U. S. Department of Housing and Urban Development. HOME ARP funds are to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country. Prior to receiving HOME ARP funds, Thurston County is required to submit a HOME ARP Allocation Plan.

Consultation:

Thurston County sought input from a wide variety of local stakeholders to inform the needs and gaps in our local homeless crisis response system and around affordable housing needs. Thurston County utilized existing meeting structures as the primary mode of seeking input. In particular, the Thurston Thrives Housing Action Team (HAT), a group of community stakeholders and organizations that are committed to addressing affordable housing and homelessness, was consulted on two separate occasions.

Participating Groups in Consultation Process

- Housing Action Team
- Housing Authority of Thurston County
- Thurston Regional Planning Council
- Homeless Housing Hub
- Veterans Administration
- General public

Key comments from this consultation process included:

- With the expected loss of funding for homeless services, funding is needed to fill gaps in funding for homeless services.
- There is a severe lack of affordable housing in our community and all funding should go to create more units of affordable housing.
- There is a need for more shelter and housing options for those fleeing domestic violence.
- Low-Income Seniors are being priced out of housing and we need more housing options for seniors.
- With the ending of covid-related emergency rent assistance programs, there is a need for rental assistance.
- The funds should not be used to create/support projects that cannot be sustained. Do not build/acquire anything that requires operating funds, if those operating funds have not been identified.
- Need more affordable housing with accessibility features for vets with mobility challenges.

Needs Assessment and Gaps Analysis

Based primarily on data from the Homeless Management Informational System (HMIS), Thurston County compared its current inventory of emergency shelter, transitional housing, and permanent supportive housing beds to the current population of those experiencing homelessness and determined the following gaps in housing for those experiencing homelessness:

- Families: Gap of 512 beds and 170 housing units
- Adults only: Gap of 726 beds and 678 housing units

Size and Demographic Composition of Qualifying Populations

Key statistics that highlight the size and demographics of those experiencing homelessness, at risk of homelessness, fleeing or attempting to flee, and other vulnerable populations in Thurston County include:

- American Indian and Alaska Natives, Black/African Americans, or Native Hawaiian and Pacific Islanders were more than twice as likely to be homeless compared to the overall Thurston County population.
- Of households enrolled in HMIS as of June 2022, 7% were veterans, 11% were fleeing domestic violence and 56% reported a disability.
- 14% of individuals enrolled in HMIS as of June 2022 were over the age of 55.
- According to the 2021 Thurston Regional Planning Council Housing Needs Assessment, there are 9,025 households in Thurston County living at or below 30% of Area Median Family Income.
- 82 individuals (HMIS, extracted December 2022), approximately 10% of the sheltered and unsheltered homeless population are fleeing, or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.

Determining the Unmet Need

Key statistics that highlight the unmet housing and services needs of those experiencing homelessness, at risk of homelessness, fleeing or attempting to flee, and other vulnerable populations in Thurston County include:

- By the year 2045, the county will need at least 1,238 more emergency housing/shelter beds for both unsheltered adults without dependents and families with dependents.
- Thurston County will need approximately 3,075 more permanent supportive housing units available to individuals and families living at 0-30% AMI by the year 2045.
- 27% of the senior population in Thurston County spent more than one third of their income on housing.
- On average between January of 2022 and December of 2022 there were 94 DV survivors turned away per month (SafePlace Olympia, 2023) from shelter.
- Thurston County is experiencing a 40-50% drop in document recording fees, which is a primary revenue sources for funding homeless services.

Proposed Use of HOME ARP Funding

Thurston County proposes to allocate HOME ARP Funding as follows:

- 47.5% for Supportive Services, to be allocated over 3 years
- 47.5% for Development of Affordable Rental Housing
- 5% for Administration

Thurston County will identify specific supportive services and affordable housing development activities that it will support with HOME ARP funds by issuing a Request for Proposals (RFP). The RFP that the County will issue to allocate HOME ARP funds will indicate that all eligible service activities and affordable housing development projects will be considered. It is Thurston County's intent to fund a range of activities that ensure that all eligible populations have access to at least one funded activity.



Staff Report

Topic: Homes First Construction of 2 Accessory Dwelling Units (ADU):

Date	February 15, 2023
Request	That the RHC recommend awarding \$107,000 of 2060 fund balance for Homes First to construct two new ADUs in Lacey. In exchange, \$107,000 of Community Development Block Grant (CDBG) funding that City of Lacey allocated to Homes First will be redirected to another CDBG-eligible project in Thurston County, excluding Olympia, with a preference that it be an affordable housing project in Lacey.
Background	<p>In 2020, the City of Lacey and Thurston County awarded Homes First \$210,926 to acquire and rehabilitate affordable rental housing in Lacey. At the time of application, a specific project had not been identified. Homes First has since determined its intent to construct two new ADUs in Lacey at properties that Homes First currently own. The total cost of the project is estimated to be \$210,000. Thurston County is near completion of the Environmental Assessment that is required before the project can proceed.</p> <p>However, Thurston County staff have determined that the construction of the ADUs is not an eligible CDBG activity. CDBG funds cannot be used for new construction activities. To allow the projects to move forward, Thurston County is seeking an alternative fund source that can be used.</p> <p>Homes First received a federal HOME award for \$250,000 to acquire 5 houses. They have acquired 3 houses and \$103,000 of this award remains. The two ADUs are an eligible use for these remaining HOME funds. If the HOME funds are used, there is a remaining gap of \$107,000 (\$210,000-\$103,000) to fund the construction costs of the ADUs.</p>
Proposed Solution	<p>Thurston County is proposing to close the \$107,000 funding gap by utilizing the available fund balance of 2060 funds, which is the source of document recording fees for affordable housing.</p> <p>In exchange, the Homes First CDBG award would be reduced by \$107,000 and those CDBG funds would be made available for another eligible CDBG project. In determining how to reallocate the CDBG funds, the County would take the following into consideration:</p> <ol style="list-style-type: none"> 1) County CDBG Funds cannot be expended on projects in the City of Olympia, unless there is a benefit to the entire County. 2) To ensure timeliness of CDBG expenditures, the County will seek to identify an existing CDBG project that can expend the funds by June 30, 2023.

	<p>3) Thurston County will also give preference to a project that is:</p> <ol style="list-style-type: none"> Located in Lacey An affordable housing project <p>Homes First would continue to have access to the remaining \$103,926 of CDBG funds that was awarded by City of Lacey, and if Homes First has a CDBG-eligible project that could spend the \$107,000 by June 30, 2023, they would be eligible to also receive those funds.</p> <p>This approach offers the following benefits:</p> <ul style="list-style-type: none"> - Homes First will receive the full amount of funding that it was awarded. - Homes First is able to construct the two new ADUs that it would not be able to construct with CDBG funds. - The projects that City of Lacey funded with CDBG funds remain whole. - The County is better able to spend down its CDBG funds in a timely manner.
Financial Implications	<p>If the request is approved, funding would come from the 2060 fund balance. The 2060 fund balance as of the end of 2022 is \$981,021.</p> <p>There are \$415,000 in outstanding 2060 awards that have not been expended. This leaves an unobligated fund balance of \$566,021.</p> <p>Reducing this by \$107,000 would leave a fund balance of \$459,021.</p>
Recommendation	<p>The RHC Technical Team has reviewed this report and recommends that the RHC recommend this request to the Board of County Commissioners.</p>