

1. ROLL CALL

The Housing Commission meeting was called to order at 3:30 p.m. with the following members calling in via Zoom conference call: Roy Little, Steve Dechant, Nathan DeBerry, Angie Davenport, Jeff Thomson, and Ryan Patton. Marvin Mast, Lucas Soltow, Kelly Anne Lanham, Dan Rich and Lisa Gleason were absent. Julia Westfahl, SCKEDD, and Diane Crabtree, Interfaith Housing Services, were also in attendance. Staff present were Ryan Hvitlæk, Director of Planning and Development; and Charlene Mosier, Planning Technician, and Izzy Rivera, Building Official.

2. APPROVAL OF MINUTES

The minutes of the March 24, 2021 meeting were approved on a motion by Dechant, seconded by Deberry, passed unanimously.

3. ANNOUNCEMENTS

a. None.

4. WRITTEN REPORTS

a. **March 2021 Housing Dashboard**

Hvitlæk reviewed the Housing Dashboard for March. There were 26 property maintenance investigations, 3 property maintenance violations, 3 rental investigations, and 3 rental violations. There were no new residential permits, 43 residential alterations and 3 house demolitions. There was one new housing program application for Brush Up Hutch.

Davenport said she has a couple applications pending for the Zero Interest Loan. She said building supply costs have increased a lot. Thomson said the cost of paint has also gone up. Dechant asked about demolitions and how many were city initiated and how many were voluntary. He would like this information separated on the Dashboard report. Rivera said it is a mixture and some demolitions were due to fires.

5. ORAL REPORTS

a. **Featured Neighborhood Report**

Stewart said things are picking up again. The sixth feature neighborhood had a Donuts on the Driveway get together and selected the name of Midtown Neighborhood for the area between 11th and 17th Avenue and Main to Monroe St. They are working on a logo. College Grove had a Donuts on the Driveway event last Saturday with approximately 25 residents attending and some were new residents to the neighborhood. Grace Arbor will begin tree trimming soon and working with Salvation Army and Parks Department about a creating a park on Salvation Army property. SW Bricktown did not receive a grant for a Heritage celebration. They are also concerned about the Woodie Seat Freeway project. National Night out will be held in August and four neighborhoods will combine efforts and hold events at 11th and Main. Dechant asked if a seventh neighborhood is in the works. Stewart said he is not anticipating a seventh neighborhood until late this year but most likely not until next year due to his workload. The next neighborhood could be the downtown area which is a combination of residential and commercial or another

possible neighborhood is near the Lincoln School. Dechant asked Stewart how many neighborhoods he could oversee. Stewart said it depends how much each neighborhood requires of him. Ten or eleven neighborhoods could be the top. Stewart is also working on the Pathways grant from Blue Cross Blue Shield.

b. Hutchinson Land Bank

Hvitløk said the Land Bank is working on the closing of a property on Harvey St and will be reviewing a property on Osborne St for a community garden. The next project will be to review tax sale properties.

c. Update on CDBG Grant for Creekside

Hvitløk reported the first home has been completed. Obtaining the needed materials has been difficult. The second round of homes are anticipated to go to bid in May.

d. Update on COVID and Housing

Hvitløk said he had nothing new to report.

Westfahl said SCKEDD continues to work on applications with the new computer system. The process takes six weeks to approve an application and some applicants are getting frustrated with the process.

Hvitløk said the city and county will receive funding for things like lost tourism due to COVID. Cities and counties can also set up relief programs but we will need to determine where to best utilize the funds. This will be accomplished over the next two years. Dechant suggested using some of the funds for housing.

6. NEW BUSINESS

a. Discussion of Code Enforcement and Introduction of Code Compliance Inspector

Rivera introduced Debbie Cole, Code Compliance Officer, as well as Belinda Collins and Sadie Wright, who work the front desk in the Inspection Department. He will keep the Housing Commission updated on demolitions. Some demolition properties may be salvageable with some work. Westphal said SCKEDD has funds that could be utilized for improving the buildings. They also have funds for homeowners for weatherization and other repairs.

Dechant asked Rivera about his philosophy on the appearance of neighborhoods. Rivera said he is starting with the worst properties hopes of improving the look of the city overall. Then he will move on to the areas that need work but are not as extreme.

b. Zero Interest Loan Request

Request for Zero-Interest Repair Loan Application Request – 225 E 14th Ave

Hvitløk reviewed the request. Michele McCartney, 225 E 14th Avenue, would like to utilize the Zero-Interest Home Repair Loan program to replace a sewer line in addition to remodeling the kitchen

and bathroom. The sewer line replacement is not on the administrative approval list and requires Housing Commission approval. The sewer line replacement would cost approximately \$6,500 and she is providing \$2,000 of her funds for the work. The Zero-Interest Home Repair Loan Program has \$4,593.47 remaining in the balance. A maximum \$15,000 loan would result in a payment of \$2,239.34 from the program balance.

Staff recommends no more than 30% of the loan amount go towards the sewer line replacement. This project should improve the marketability of the home.

Davenport said she has spoken with the applicant who is using her funds for the project as well as making other home improvements.

Dechant made a motion to support the request as long as it is no more than 30 percent of the cost. The motion was seconded by Little, passed with unanimous vote.

Rivera would like to get the proper permits processed and the project done as quickly as possible since the sewer line is a health concern. Davenport said there is a seven day waiting period for the loan processing but the applicant could begin working with her contractor as soon as possible to get the project going.

7. OPEN COMMENTS

- a. Westfahl said the FHLB grant has 16 applications and SCKEDD is working to get bids from contractors. There are numerous types of projects that are coming in and people are currently on the waiting list.
- b. Hvitløk said there will be a virtual Housing Solution Summit May 12-13. The conference will address strategies for the crisis in housing affordability, eviction and homelessness. Housing Commission members are invited to register to attend.

8. OTHER

- a. The next Housing Commission meeting is scheduled for May 26 at 3:30 p.m. This meeting will be in person at City Hall

10. ADJOURNMENT – The meeting adjourned at 4:24 p.m.

Respectfully Submitted,
Charlene Mosier, Planning Technician

Approved this 26th day of May, 2021.



Secretary
Ryan Hvitløk, AICP, CFM
Director of Planning & Development