

1. ROLL CALL

The Housing Commission meeting was called to order at 4:00 p.m. with the following members present: Scott Cooley, Lisa Gleason, Kelly Anne Lanham, Angie Davenport, Dan Rich, Jeff Thomson, and Anthony Finlay. Ryan Patton, Lucas Soltow, Nathan DeBerry, and Aubrey Patterson were absent. Adam Stewart, Neighborhood Development Coordinator; Diane Crabtree, Interfaith Housing Services; and Julia Westfall, SCKEDD, were also present. Staff present were Amy Allison, Housing Program Coordinator and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the March 28, 2018 meeting were approved on a motion by Gleason, seconded by Cooley, passed unanimously.

3. ANNOUNCEMENTS

a. **Landlord Rights & Responsibilities Seminar**

Allison said the Landlord Rights & Responsibilities Seminar was held on May 22, 2018 at the Atrium. Teresa Baker, Housing Credit Counseling, Inc., Topeka, gave the presentation. There were 54 Landlords in attendance. Finlay asked if the information could be posted on the City website. Allison said they would look into it.

4. WRITTEN REPORTS

a. **Brush Up Hutch**

b. **Down Payment Match Incentive**

c. **Zero-Interest Home Repair Loan**

d. **Housing and Rental Registration Report**

The reports for the above-listed items were included in the agenda packet. There were no additional comments.

5. ORAL REPORTS

a. **Healthy Neighborhood Initiative**

Finlay provided an update. SW Bricktown is continuing with resident meetings and they are working on the SW Bricktown Park that is scheduled to have play equipment installed in August. A neighborhood event will be held when the playground and mural are completed.

College Grove is focusing on social interaction. A "Cookies in College Grove" is scheduled for a Sunday in June.

The Farmington Park Neighborhood is working on their proclamation.

The 'Allen' Neighborhood is in the formation process and Stewart may be going door to door to interview neighborhood residents. Gleason suggested talking with the Principal at the school or the PTO.

Stewart said SW Bricktown, College Grove and Farmington Park Neighborhoods are planning National Night out events in August.

Gleason said Heartland Credit Union will be sponsoring a neighborhood event to celebrate the new playground equipment on June 20. A carnival was held on May 21 with the Avenue A School with an attendance of 300.

**b. Hutchinson Land Bank Update**

Allison said there has not been much change. A letter was sent to the property owner of vacant lots in the Allen neighborhood to see if they are interested in donating the lots to the Land Bank.

**6. OLD BUSINESS**

**a. Housing Action Plan**

Allison said the Housing Action Plan was approved by the City Council. The City Council was very appreciative of the work done by the Housing Commission. Staff has started working on action items and will bring them back for Housing Commission review as we move forward.

**b. R-6 Infill Town Hall Meeting Update**

Allison said that staff has been working on parking standards and landscaping requirement changes to the Zoning Regulations. When these are completed, work will resume on the R-6 Zoning District which is mostly complete and awaiting City Council approval. That will occur possibly in August.

**7. NEW BUSINESS**

**a. Brush Up Hutch! – Rental Reimbursement Pilot Project**

Allison said a block walk of the 'Allen' neighborhood was conducted by City departments. It was noted that numerous homes are in need of paint. This neighborhood also has over 62% of housing units that are rentals. Brush Up Hutch! requires homes to be owner occupied. Staff is recommending a pilot project to allow for reimbursement of exterior paint on rental properties. Eligible properties would need to meet Brush Up Hutch guidelines of peeling or fading paint, the value of the home is below \$50,000 or the renter's income is at or below 120% of area median income, rentals must be registered with the Rental Registration and Inspection Program, no active code violations, and property taxes must be current. Staff would create a new application and brochure for this specific pilot program.

Lanham and Cooley thought this would be a good idea. Finlay asked about timing and suggested waiting until the neighborhood is defined and postpone a pilot program until the neighborhood boundary is determined. He would like the residents to be involved and tell us what they want. Discussion ensued.

A motion was made by Lanham seconded by Davenport to approve a rental reimbursement pilot project in the 'Allen' feature neighborhood concurrently with the neighborhood boundary determination and prepare a progress report by October 2019. The motion passed unanimously by acclamation.

8. OTHER

- a. The next regularly scheduled Housing Commission meeting is Wednesday, June 27, 2018, at 4:00 p.m.
- b. A visitor in the audience affiliated with the Clusters apartments has been following the Housing Commission on the website. She would like to see some of our current programs implemented in the Clusters. Her tenants work with volunteer centers on literacy, GED and other types of training. She is also interested in the Down Payment Program.

9. ADJOURNMENT – The meeting adjourned at 4:40 p.m.

Respectfully Submitted,  
Charlene Mosier, Planning Technician

Approved this 27th day of June, 2018.

Amy Allison  
Secretary