

**JOINT RECOMMENDATIONS COMMITTEE (JRC) MEETING**  
**September 27, 2018**  
**9:30 AM - 11:30 AM**  
**King County Department of Elections**  
**2nd Floor Multipurpose Conference Room, 919 Grady Way, Renton, WA 98057**

**Members Present:**

De'Sean Quinn, Councilmember, City of Tukwila, JRC Vice-Chair (Sound Cities Association)  
 Clyde Hill, SeaTac Councilmember (Sound Cities Association)  
 Chris Ross, Councilmember City of Sammamish  
 Mark Ellerbrook, Regional Housing and Community Development Manager, King County Department of Community and Human Services (DCHS)  
 Jim Chan, Interim Director, King County Department of Permitting and Environmental Review  
 Dianne Utecht, Human Services Coordinator, City of Renton  
 Rob Beem, Community Services Manager, City of Shoreline  
 Jeff Watson, Community Services Manager, City of Federal Way  
 Joy Scott, Human Services Manager, City of Auburn

**Members Not Present:**

TJ Cosgrove, Community Health Services, King County Department of Public Health  
 Ken Hearing, Mayor, City of North Bend, JRC Chair (Sound Cities Association)  
 Laurie Olson, Lending Manager, City of Seattle Office of Housing

**King County Staff:**

Al D'Alessandro, Housing Finance Planner, Housing Finance Program, HCD, DCHS  
 Eric Jensen, Project/Program Manager, Community Development Program, HCD, DCHS  
 Valerie Kendall, Project/Program Manager, Affordable Housing Program, HCD, DCHS  
 Dave Mecklenburg, Project/Program Manager, Community Development Program, HCD, DCHS  
 Andrea Smith, Project/Program Manager, Community Development Program, HCD, DCHS  
 Kate Speltz, Coordinator, Homeless Housing Program, HCD, DCHS  
 Kathy Tremper, Coordinator, Community Development Program, HCD, DCHS

**Guests:**

Lauri Anderson, City of Kenmore  
 Colleen Brandt-Schluter, City of Burien  
 Lori Fleming, City of Burien  
 Cynthia Foley, Sound Cities Association  
 Stacy Hansen, City of Tukwila  
 Merina Hanson, City of Kent  
 Corri Lewis, City of Pacific

- I. **Welcome**— De'Sean Quinn, Chair opened the meeting at 9:45 a.m. with a roll call of present members.
- II. **May 24, 2018 Meeting Minutes**  
**Review May 24, 2018 Meeting Minutes**  
 JRC member, City of Renton Dianne Utecht asked for the following changes to the minutes:
  - Correct the spelling of her name adding an additional letter *n* and a change to her title to reflect Human Services Coordinator, City of Renton.

- Correct the title for Alaric Bien to reflect Human Services Planner, City of Redmond.

**MOTION:** Mark Ellerbrook made a motion to accept the May 24, 2018 meeting minutes with proposed changes by Dianne Utecht. Jeff Watson seconded the motion. The motion passed unanimously.

### III. Housing and Community Development Needs – Public Hearing

Kathy Tremper reported that bi-annual public hearings are required for community input concerning the community development and housing needs based on the established goals in the Consolidated Plan. Today's meeting was been published in the Seattle Times which gives the public the opportunity to comment.

De'Sean Quinn asked for anyone from the public with comments to come forward. He then proceeded to close the public hearing seeing that no one came forward and asked guests to introduce themselves.

### IV. JRC State of Legislative Priorities for 2018

Al D'Alessandro with the Housing Finance Program presented a draft of the proposed State legislative priorities for consideration. The proposed priorities builds on the success from last year. Four (4) items were discussed, (1) Enhance Revenue Options for Affordable Housing; (2) Increase the Housing Trust Fund; (3) Increase the Cash Grant for ABD/HEN Participants; and (4) Improve Statewide Eviction Protections. (Attachment C of agenda packet)

Rob Beem advised that Item #3 is not clear regarding whether the increase to the cash grant is overall or per individual recipient and asked that Al revisit that for clarity.

Jeff Watson referenced Item #1 and inquired if the \$200M state tax credit and local bonding is expected on time or over a period of time and if there is a sunset provision. Al advised that this is an opportunity for local governments to choose how they want to move forward or if they want to participate at all. The \$200M is an estimate of the maximum amount and represents a lump sum; there is no sunset. This tax is currently collected by the State, as such, the State will then be foregoing a portion of their tax for the benefit of local government to fund housing.

Joy Scott expressed appreciation to see Item #4 and inquired if the language reflected all legal tenancies given the City of Seattle's Ordinance that applies to month to month leases, not term leases, which presents a loophole for just cause eviction protections. Al advised that it is his understanding that it applies to all leases.

De'Sean Quinn asked how far did the bill get and whom is the legislative sponsor. Al advised that it did not get pass the Committee of origin due to a lot of new bills, but has a lot of support by housing advocates. He was unable to recall the name of the legislative sponsor but will follow-up with the Committee.

Regarding Joy's statement, De'Sean inquired as to how detailed are the recommendations from the Regional Housing Task Force and has there been conversations about how to get things from being proposed to adopted by the Regional Housing Task Force. Joy advised that her understanding is within the draft recommendation there is no specific policy language but there are directives that King County will develop sample ordinances for just cause eviction protections and other tenant protections for

cities to adopt to them individually and will be supported at the State level. Mark Ellenbrook concurred, given his position on the Regional Housing Task Force.

AI continued his presentation with the proposed Federal legislative priorities. There is not much change this year. The HUD budget looks good for our core programs. (Attachment C of agenda packet)

#### **V. Consolidated Housing and Community Development Plan Update**

Valerie Kendall provided an overview of the consolidated planning work process including a diagram of the federal grant reporting process. The County performs Analysis of Impediments (AI) given that the Fair Housing Assessment rule implemented in 2016 was deferred. The AI will run concurrently with the consolidated planning work. The AI is not submitted and approved by HUD; it speaks to the certifications that we are affirmatively furthering fair housing that are submitted annually on behalf of the Consortium and the four (4) participating jurisdictions. The Consolidated Plan is due to HUD November 15<sup>th</sup>. The Annual Action Plan is what we intend to do in the year of the funds. The CAPER is due March 31<sup>st</sup> annually. (Attachment D of agenda packet)

During the review of the six (6) components of the Consolidated Plan, De'Sean Quinn pointed out the importance of component five (Market Assessment).

During the review of the Strategic Plan section regarding environmental hazards De'Sean Quinn inquired as to the federal government's position on asbestos testing as part of the environmental hazards. Dave Mecklenburg, King County Staff, advised that asbestos testing is covered as part of the Environmental Review process required by HUD.

#### **VI. White Center Square Section 108 Loan Update**

Kathy Tremper reviewed the White Center Square Section 108 Loan. She refreshed the JRC on the action taken at the prior meeting to set aside a portion of the 2017 program income to be able to cover any shortfalls of payment by the project owner.

There was a shortfall of approximately \$121,000. The main objective is to help make sure the project is still serving the community. The difficulty related to the payment structure is being addressed with a target for resolution by the end of December 2018 in order to have the ability to prepare for long term solutions. The County is working with the owner and National Development Council (NDC) on new market tax credit exit as a means for the payments to be made in full. (Attachment E of agenda packet)

Jeff Watson inquired as to how long it may be before the owner is in compliance and are able to make payments to eliminate the CBDG funds being taken.

Kathy advised that the County is looking at both short term and long term feasibilities. Mark Ellerbrook added that the County has been working with the owner and NDC for a long term solution to stop the backfilling. It is anticipated that NDC will exit early next year, putting the County in a better position to pay off the loan and take on a different level of debt service to eliminate CDGB backfill or working with the owner, a minority business, about long term plans for the site and whether they want to stay in that line of business. With this loan we have to go 10 years before defeasance.

**VII. 2019-2020 Emergency and Time-Limited Funding Round Briefing**

Kate Speltz provided information related to funds being made available to partners in the community to operate emergency shelters, transitional housings, and rapid re-housing. There are dollars under the Committee's purview for these purposes with funding recommendations to be discussed at the Committee meeting in October. Every couple of years there is an RFP process that provides opportunities for partners to submit proposals to provide these services. The funds under the JRC purview are part of a larger RFP that includes funds that come from other agencies. Kate further reviewed the RFP evaluation and recommendation process. (Attachment F of agenda packet)

CONSORTIUM CDBG MATTERS Sub-Agenda

The Chair extended the Home Only and Joint Agreement Cities the opportunity to leave if they wished, the remaining portion of the meeting was scheduled for matters before the Consortium City Members.

**VIII. Program/Project Updates and Funding Request**

**a. HCD Meeting with Snoqualmie Valley Governments Association**

Kathy provided a briefing of the meeting held with the Association and Council Member Lambert to discuss the letter submitted by the Association concerning CDBG Capital allocations and funding priorities. It was agreed to have Sound Cities Association assist in coordinating a meeting with the Housing and Community Development staff and representatives of the cities from the N/E Sub-region to discuss the matter in more detail and to identify solutions to the concerns noted.

**b. Snoqualmie Koinonia Park Extension Request**

Kathy reviewed a request received from the City of Snoqualmie regarding timing issues for the completion of their 2017 project, Snoqualmie Koinonia Park. Eric Jensen, the assigned project manager provided detailed explanation of the lack of bids submitted due to the busy construction season, bidding environment and perceived weather related construction delays due to the time of year for construction. Staff recommended Option 2, extending the project timeline as proposed. Project would need to be constructed no later than late June or Early July, 2019 with project closeout completed by September, 2019. (Attachment G of agenda packet)

**MOTION:** Clyde Hill moved to accept staff's recommendations to extend the project per the timeline set forth. Jim Chan Seconded the motion. The motion passed unanimously.

**c. Valley View Special Assessment Funding Request**

Kathy reviewed a request received from Valley View Sewer District regarding the Special Assessment project funded in 2017 to assist homeowners pay fees associated with connection to the new sewer mainline. Funding is not a grant but would be repaid when a transfer of title occurs on the property. Upon hearing staff's evaluation and recommendation, the matter was brought to a vote. (Attachment H of agenda packet)

**MOTION:** Mark Ellerbrook moved to approve Option 2 to fund the additional \$97,000 to assist the additional number of households. Jim Chan seconded the motion. The motion passed unanimously.

**IX. CDBG 2018 Non-Housing Capital Fund Recommendations and Decisions**

Kathy introduced Lauri Anderson, City of Kenmore, a representative of N/E Sub-Region and Corri Lewis of City of Pacific, a representative of South Sub-Region. Each provided their experience and perspective on the 2019 CDBG capital allocation and evaluation process. They expressed appreciation and strongly recommended that cities become involved in the process.

Kathy then presented the slate of recommendations brought forth by the Sub-Region Work Groups. She walked through the rationale for the rankings and the resulting funding amounts for the proposals submitted along with any conditions associated with each award. (Attachment I of agenda packet)

**North/East Sub-Region  
2018 CDBG JRC Capital Application Awards for 2019 Funds**

<b>North/East Sub-Region - Estimated Funds Available \$283,254</b>						
Applicant		Request	Recommended			
Proposal Title	Performance Measures	Request	Minimum Request	Recommended Award	Ranking	JRC Approval
ARCH Housing Set-Aside (40% of \$283,254)				\$ 113,302		\$113,302
Mt Si Senior Center Rehab *, **	1,032 L/M Persons -- Seniors	\$308,000	\$62,000	\$99,952	1	\$99,952
North Bend Sidewalk Crossing	11,315/850 L/M Persons 64.63%	\$265,000	\$72,000	\$70,000	2	\$70,000
Encompass Parking Lot	160 persons	\$392,000	\$150,000	\$0	3	\$0
<b>Sub-Region Total</b>		<b>\$965,000</b>	<b>\$284,000</b>	<b>\$283,254</b>		<b>\$283,254</b>
* If available funds are higher than projected this project will receive additional funding up to the maximum request of \$308,288. ** If available funds are lower than projected, this project will be reduced.						

**South Sub-Region  
2018 CDBG JRC Capital Application Awards for 2019 Funds**

South Sub-Region - Estimated Funds Available \$610,291						
Proposal Title	Performance Measures	Request	Minimum Request	Recommended Award	Ranking	JRC Approval
White Center Food Bank Freezer Rehab	34,764 L/M Persons	\$75,000	\$50,000	\$65,000	1	\$65,000
Pacific Community Center Rehab	8,220 L/M Persons	\$215,000	\$150,000	\$215,000	2	\$215,000
Habitat for Humanity Minor Home Repair	8 Households	\$100,000	\$80,000	\$ 80,000	3	\$80,000
New Roots Microenterprise	60 L/M Businesses	\$60,000	\$50,000	\$ 60,000	4	\$60,000
SeaTac Riverton Heights Park, Phase II**	14,525 L/M Persons; 50.34% L/M	\$338,400	\$250,000	\$190,291	5	\$190,291
Tukwila Minor Home Repair*	57 L/M Households	\$110,000	\$50,000	Contingency up to \$110,000	6	Contingency up to \$110,000
Des Moines Field House Playground	11,665 L/M Persons – 41.62%	\$112,000	\$112,000	\$0	7	\$0
Highline StartZone Microenterprise	92 L/M Businesses	\$110,000	\$90,000	\$0	8	\$0
Mercy Corp Matching Grant Funds	1,974 L/M People 61%	\$302,250	\$98,250	\$0	9	\$0
Somali Youth & Family Community Gathering Café'	1,030 L/M Persons	\$99,000	\$95,000	\$0	10	\$0
Sub-Region Total		\$1,349,650	\$1,025,250	\$610,291		\$610,291
* If available funds are higher than projected Tukwila MHR will receive additional funding up to the maximum request of \$110,000. Any remaining additional funds would be dedicated to SeaTac Riverton Heights Park. ** If available funds are lower than projected, SeaTac Riverton Heights Park will be reduced.						

**MOTION:** Mark Ellerbrook moved to approve the slate of Recommendations presented; Clyde Hill seconded the Motion. There was no discussion. The motion passed unanimously.

**X. Other Business:** Mark Ellerbrook reminded the JRC of the October 25, 2018 meeting.

**ADJOURNED:** at 11:20 am

**Next Meeting:** October 25th, 2018 9:30-11:30 AM

**Location:** King County International Airport, Conference Room 110, 7277 Perimeter Rd S, Seattle, WA 98108