



REGIONAL HOUSING PARTNERSHIP Draft Minutes

Thursday, January 24, 2018 at 9 am

Voting Members Present:

Heather Hill
Ned Gallaway
Gequetta Murray-Key
Robert Babyok
Jesse Rutherford
Anthony Haro
Dan Rosensweig

Sunshine Mathon
Christopher Brement
Chris Henry
Peter Holman
Greg Powe
Brandon Collins
Mozell Booker
Colette Sheehy

Keith Smith
George Krieger
Jeff Waite
Diantha McKeel

Voting Members Not Present:
Jay Willer

1. **Call to Order** 9:00

2. **Welcome and Introductions** 9:00 - 9:20
 - a. Welcome - **Chip Bolyes** – Introduction as Executive Director of TJPDC. **Chip volunteered to lead future meetings until leadership was established.**
 - i. **Regional Emphasis** - Chip gave a brief history of the PDC and how it was related to the Regional Housing Partnership. In the Spring of 2017, the PDC (w/ lead of Keith Smith) determined the need to look at affordable housing as a regional topic. The PDC decided to address all housing on a regional basis. Charlottesville was undergoing a local effort, but there was need for a regional approach. The PDC held several cross-sector stakeholder’s meeting. The PDC voted to make housing a priority. While the PDC is a regional governmental agency, there is no set funding mechanism so we needed to seek that out. In Jan 2018, the Commission agreed to funding a half-time Housing Coordinator’s position. Christine was hired with half of her time contracted out to the Thomas Jefferson Community Land Trust for their first Executive Director. In April of 2018, the PDC and the Urban Land Institute hosted 7 TomTom Seminars on Housing. During the Action Session, there was a recommendation to follow the Regional Transit Partnership’s model to create a Regional Housing Partnership (RHP). In Sept, 2018, the Commission approved the Operational Framework of the RHP. In January 2019, the 1st meeting is held.
 - ii. **Public Meeting – Code of Conduct, Streaming – Public Comment** – if there is time at the end of the meeting then a public comment section will be available.
 - iii. **Housing Coordinator’s Report**
 - b. **Partnership Member Introductions** - Partnership members introduced themselves after Chip’s introduction. 17/20 members were present during introductions.

3. *** Partnership Structure** 9:20 - 9:30
 - a. **Organizational Structure** – The Framework identifies positions by office/partner. The Executive Committee’s intent was to be trisector and to guide the group until the RHP decides if they want Bylaws and a formal process. The PDC did not want lag time between

the first meeting and action, so many items are in the works and the RHP will hit the ground running. The RHP will guide the process of the completion of Strategies Plan. A VHDA grant was secured take the analysis and create strategies.

The Executive Committee will serve as the ‘guiding principles’ committee. We are also well on our way with spalling a Regional Housing Summit – April 19, 2019 at the Omni Hotel Charlottesville. It will accommodate 150-200 attendees to learn local, regional, national topics with a goal of working on action items to inform the RHP. The RHP is following Charlottesville’s process of needs analysis, strategies plan with community engagement to follow up.

The PDC and Albemarle County contributed local funds of \$53,000 to start the housing analysis. The PDC applied for a VHDA \$100,000 grant, but the Charlottesville Strategies Plan is not included. Charlottesville is in the Region and is the driver of housing needs, but they were further along in their process and had their needs assessment completed for months. The PDC did not want to slow Charlottesville down and they have different community engagement needs. The Regional strategies plan, while it will be different than the City’s, it will work with and complement the City’s process. The Regional Plan is dependent on the City as the driver.

The PDC anticipates the RHP being a permanent body of the PDC, unless it grows into its own entity (such as Jaunt, CVPED, JABA, etc.). Heather Hill commented that there is a “big system” with Transit, Workforce Development, etc. and there is a need for the RHP to coordinate and engage with the larger system. Chip responded that the RHP would need to rotate into smaller groups to get information out to the larger system. There is no existing entity to cover the entirety of the system, therefore, the RHP will need to share in both directions: the RHP to individual organizations and organizations reporting back to the RHP.

Gequetta Murray-Key asked why the community engagement efforts in rural counties was so different. Discussion noted that there was a lack of density so housing may not be as burning of an issue. Chip noted that in rural counties there is an expectation that the elected officials taking care of it. Chip noted that not all localities actively update the housing chapter in their Comp Plans, with one locality not updating since 2002. The PDC will do more community engagement than localities do for their comp plans, but are not able to do neighborhood community engagement like in Charlottesville. Chip noted that individual localities can request additional engagement with negotiation with the PDC. Gequetta Murray-Key noted that many residents in the rural area do not understand planning and how to engage or participate in the process. She suggested education sessions to help the public learn more about the process. There was further discussion on planning meetings and how to make them inviting to the public. Jesse noted that George Krieger was present in the audience and invited him to join the voting membership at the table.

- b. * Executive Committee - The framework identifies eligible members for the Executive Committee. Chip read the list and shared that all were contact previously to gauge interest

in serving. The recommended slate was presented until Bylaws are established. The Exec. Committee will elect officers at their first meeting. Purpose of recommended slate is to move the process forward efficiently. **Diantha made the recommended motion, Christopher Brement seconded. There was no discussion. The motion was approved unopposed.** The first meeting has a tentative schedule date of February 5, 2019 at 8:00am at the PDC. Contact Christine Jacobs if there is a schedule conflict. The PDC will have agendas and support materials available online, Dan Rosensweig asked if the Executive Meetings were public. Chip responded yes and that all docs will be shared with the full partnership.

- c. **Bylaws** – The creation of Bylaws will be led by the Exec team but they will get guidance and feedback from the full RHP.

4. * **Mission of the Partnership** (Handout)

9:30- 9:40

- a. * **Consider and Take Action on Operational Framework** – Chip guided the Partnership through the Operational Framework Document. Anthony Haro suggested that the general membership should include someone from the health sector since housing and health are linked. Jesse Rutherford suggested that someone with ‘soil specific’ knowledge may be a beneficial addition to the group.

Heather Hill asked about the need to identify an alternate. A reminder was given to send an alternate’s name to Christine Jacobs. Gequetta Murray-Key asked if the alternate needed to be from the specific sector/area of the sitting member. Chip responded that it was up to each individual.

Chip presented an overview of goals and objectives of the RHP. He highlighted that the RHP was to consider all parts of housing: market rate, affordable, and homeless. He discussed the need to integrate housing into other decision-making processes such as land use, transit, and economic development. Chip noted that the PDC does not have funding for any further studies/reports. If items were ID’d for further need for study, the funding would need to be found, with local governments being the first place to turn, but also looking at nonprofits and for-profits.

Dan Rosensweig discussed the need for the 6 objectives in the Framework to be ‘honed in on.’ He suggested that they were a mix of objectives, strategies, tactics, etc. This was determined to be an agenda item for an Executive Committee meeting. Bob Babyok commented that he was glad to see the regional definition of affordable housing as a goal. Gequetta Murray-Key expressed gratitude for the group’s time and commitment to work towards solutions on behalf of those that need housing assistance. Chip noted that one area that is currently underrepresented on the RHP is rural citizens and asked the group to help with getting that representation. Chip completed the Framework doc review.

Bob Babyok made the recommended motion, Diantha seconded. Discussion: Brandon Collins expressed hesitation with approving if the objectives were not solidified. Heather Hill suggested that the motion reflect the need to adapt the objectives as the RHP moved along. Sunshine Mathon suggested that the spirit of the objectives was in the right

trajectory, but they needed better organization. Dan Rosensweig spent time discussing the faults of the current objectives. Ned Gallaway referred to wording in the Framework that suggested that it was a ‘starting point from which to build and is intended to be revised as necessary.’ There was further discussion on next steps.

Bob Babyok reiterated that the intent was in the Framework. He **withdrew his original motion and rephrased the following motion: I move to recommend the approval of the Operational Framework with the knowledge that there will be further refinement of the objectives by the Executive Committee. Diantha McKeel seconded the motion.** Gequetta Murray-Key expressed the importance of not getting lost in the ‘back and forth’ but making sure that the group was ‘moving forward.’

Colette Sheehy inquired about the ability to solicit input from individual organizations and report electronically. Chip stated that if folks had input, they could direct it to him. The decision was made to send the task of revising the objectives to the Executive Committee. Sunshine Mathon clarified that the Executive Committee meetings were open to all. Diantha McKeel wanted to ensure that all docs for all committees would be shared with all. Attention was brought back to the motion that was made and seconded. **The motion was approved unopposed.** Colette Sheehy asked about the possibility of electronic/remote voting. Chip said the PDC takes the position that in-person is essential and should be determine for the RHP in the Bylaws. Colette also asked if the Executive Committee could act on behalf of the group. Dan Rosensweig said that the Bylaws would determine that.

Diantha McKeel further stressed that all documents will be shared with all and all are invited to attend. Greg Powe suggested that it was critical that all members input the objectives before the first Executive Committee meeting. He also asked that draft Bylaws be presented so that the committee was not starting from scratch. Chip confirmed.

5. Meeting Schedule - Quarterly 9:40 - 9:45

6. Spring Housing Summit 9:45 – 9:55

- a. **Goals, Timeline** – Christine Jacobs introduced the Regional Housing Summit. Dan Rosensweig suggested that the sessions should be on a ‘holistic housing ladder of opportunity’ Discussion was had about the need for a committee to determine the sessions/speakers, etc.
- b. **Spring Regional Housing Summit Committee** - Ned Gallaway suggested that if there were decision makers, they had the opportunity to participate in the planning. Keith Smith, Jesse Rutherford, Gequetta Murray-Key volunteered to join the committee. Dan asked to be kept in the loop but could not commit to organizing details. There was discussion on the need to have an action session at the end. There was further discussion on how to market the Summit. With 50 in the room, 36 elected officials, 36 planning commissioners, department heads, housing stakeholders from the public/nonprofit/for profit sectors. Chip reminded partnership that the summit was full day and would likely include meals, therefore, there

was need to charge a nominal fee and provide scholarships. Chris Henry inquired about the timing of the release of the Regional Housing Needs assessment and its alignment with the Summit. There was concern that 150-200 was too limiting and there would be a need for each locality to have slots for citizens. Chip reiterated that the planning committee would need to address this. Sunshine Mathon asked when the Needs Assessment would be public. A suggested timeframe was given for 30-45 days. Anthony Haro stated that all might like to give feedback.

7. Presentation: Regional Housing Needs Assessment

9:55 - 10:10

- a. Needs Assessment Summary and Discussion of Results – Chip reviewed the preliminary data from the Needs assessment. Christine Jacobs will put the Power Point on the PDC Housing Page with the meeting agenda and link to the video. Chip informed the partnership that there was a draft in hand and that there would need to be a committee to review the analysis. That committee would then form the Regional Strategies Plan committee.

Discussion was had regarding specific data points and how the numbers did not reflect number of units needed. There was further discussion on providing localities with data by county. Dan Rosensweig discussed the IAT tool that Charlottesville’s Housing Advisory Committee is developing. He suggested that it may be useful for the summit or for expansion/adaptation for the rural areas. Dan also suggested that he can share data from outreach in rural areas. He asked for that to be an agenda item in the first Needs Assessment committee meeting.

Chip asked for volunteers to vet data and give direction to the rest of the group. Sunshine Mathon, Brandon Collins, Dan Rosensweig, Anthony Haro, Chris Henry, and Gequetta Murray-Key volunteered to serve on the committee. There were several short conversations including: a suggestion that for-profit property developers/managers be on the partnership, keeping a positive and ‘can do’ attitude, how University of Virginia students are represented in the data, how students that are homeless/doubled up show up in the data, whether Anita Morrison was going to present to the Partnership or at the Summit. Chip stated that she would present at the Summit and would be available to us at her hourly rate. Chip suggested that we table the remaining items out of respect for everyone’s time.

8. Presentation: Regional Strategies Status / Initiative

10:10 - 10:25

- a. Regional Strategies Committee – This item was tabled due to time.

9. TomTom – Civic Innovation Conference – Affordable Housing

10:25 - 10:30

This item was tabled due to time. Christine Jacobs mentioned that each partner had a one-page handout on the TomTom Housing sessions.

10. * Adjourn – Meeting was not formally adjourned but ended at 10:45 am.

**Proposed Action Items*