



City of Columbia, Missouri

Meeting Minutes

Columbia Community Development Commission

Wednesday, September 21, 2016

7:00 PM

City Hall, 701 E.

Broadway, Rm 1A

I. CALL TO ORDER

Mr. Fletcher called the meeting to order.

II. INTRODUCTIONS

MR. FLETCHER: Let's start with introductions. Mark?

MR. JONES: Mark Jones, Human Services Commission Representative.

MS. LAMBERT: I'm Michelle Lambert; I'm new.

MR. FLETCHER: Welcome.

MR. REGAN: Blaine Regan, 6th Ward.

MS. FORBES: I'm Pam Forbes, 1st Ward.

MR. COLE: Randy Cole, City Staff.

MR. FLETCHER: Mike Fletcher, Member-at-Large.

MR. GIROUARD: Paul Girouard, At-Large.

MR. RITTER: Mitch Ritter, Ward 2.

MR. AMELUNKE: Jacob Amelunke, City Staff.

MR. ANSPACH: Gary Anspach, City Staff.

MR. FLETCHER: Okay.

Present: 8 - Michael Fletcher, Pamela Forbes, Paul Girouard, Mark Jones, Mitchell Ritter, James Schepers, Blaine Regan and Michelle Lambert

III. APPROVAL OF AGENDA

Mr. Girouard made a motion to approve the agenda; second by Mr. Jones; the motion passed by a unanimous voice vote.

IV. APPROVAL OF MINUTES

Mr. Jones made a motion to approve the June 15 minutes; second by Mr. Ritter. The motion passed by a unanimous voice vote.

June 15, 2016 minutes

V. NEW BUSINESS

Election of Officers

MR. COLE: So right now -- every year we appoint all of our officers in January, but since O.U., our former chairperson, vacated his position, we now have a vacancy as the chairperson. And he was also our loan and grant committee liaison. And that is the committee that oversees our loan portfolio and then approves new rehab projects as well as the guidelines for our internal housing programs. So we probably have two to four meetings per year in the loan and grant committee meetings. It's not a big time commitment. We typically meet as all the members are available during the work day. So that is how we have done it in the past. Sometimes we try to hit it during the lunch hour --

MR. FLETCHER: It's during the day though?

MR. COLE: Yeah. We try to hit it over the lunch hour. It doesn't necessarily have to be the chairperson. It can be anyone on this Committee that wants to fill that role. It's an important role because it's the -- it's one of the members of the body that approves our rehab projects, reviews them, and makes sure we are making good loans, and making sure we are making good decisions, and that our guidelines are reasonable.

MR. FLETCHER: Is there anybody here who is available during the day because I work out of town. Mark, I think -- don't you work in Jeff City?

MR. JONES: I do, but I have a very flexible schedule. So if it's only like four times a year, I could probably do it with enough notice.

MR. COLE: We typically try to give at least two weeks, and usually more.

MR. JONES: Okay. I'd -- I wouldn't -- my schedule allows it, if no one else's does.

MR. GIROUARD: Yeah. I work in Jeff, so --

MR. RITTER: I'm flexible, but I think Mark has got the real estate background.

MR. FLETCHER: Okay.

MS. FORBES: Yeah.

MR. RITTER: You don't? Well, I thought you --

MR. FLETCHER: Yeah. But you've got -- don't you have banking and finance?

MR. JONES: I -- government -- I mean, I do lobbying in Jeff City, so I do a lot of government finance.

MR. RITTER: Maybe I'm thinking about O.U. because that's what --

MR. FLETCHER: Same -- kind of the same -- kind of the same thing.

MR. RITTER: I mean, O.U. was on the loan and grant --

MR. COLE: On our -- on the ordinance it says that the liaison from the Human

Services Commission can't be an officer. I know that was a question at our last meeting

MR. JONES: Oh.

MR. COLE: But the liaison position isn't necessarily an officer.

MR. FLETCHER: Oh, so -- because you're already appointed --

MR. JONE: I would be a liaison -- I would be a representative to a liaison. Yeah.

MR. COLE: So that might be a bit awkward.

MR. RITTER: Yeah. That might be -- I think that is why we were --

MR. JONES: Yeah. That's why we had that problem last time.

MR. RITTER: Yeah. I can -- I don't mind doing it. It is something I -- that I haven't done in my tenure on the Commission, so I would rather, you know, probably do that then be vice chair or chair again.

MR. FLETCHER: We are running out of folks.

MR. COLE: So then we just need a --

MR. RITTER: Yeah. I think we were recommending you to -- to move up, but you weren't here at the last meeting --

MR. FLETCHER: Right.

MR. RITTER: -- so we're giving you an opportunity to either --

MR. FLETCHER: I will act as the chairperson --

MR. RITTER: -- accept or deny.

MR. FLETCHER: -- if elected. I can muddle through for a year.

MR. JONES: So do we just need some motions to start this off?

MR. COLE: Yeah.

MR. JONES: So --

MR. FLETCHER: Vice -- vice chairperson here?

MR. COLE: We can make a whole slate if you want. So if -- unless there are other nominations for the chairperson too.

MR. RITTER: Well, I think we have to move Mike up to chair --

MR. COLE: Yeah.

MR. RITTER: -- and recommendation, you know, backfill the vice chair. So is there any newer members -- basically, it is filling in and doing -- you know, run through the agenda and carrying the motions for meetings if the chair is not available.

MR. FLETCHER: And I am gone occasionally due to business. I typically miss a meeting or two throughout the year.

MR. REGAN: I really don't mind doing it.

MR. FLETCHER: Okay.

MR. JONES: All right. Okay. I'll make the motion then. Motion that we nominate Michael Fletcher as chairperson; we nominate Blaine Regan as vice chairperson; and nominate -- Pam, do you want to stay -- do you mind staying as secretary?

MS. FORBES: I'm fine with it.

MR. JONES: Okay. Retain Pam Forbes as secretary. And motion that -- for the loan and grant committee liaison, we nominate Mitchell -- Michael -- sorry, Mitchell Ritter.

MR. FLETCHER: Did you get all of that?

MS. FORBES: I -- I'm going to write officers as commissioned -- as moved.

MR. COLE: Let me just make sure I've got it all.

MS. FORBES: And it was Jones. Right?

MR. JONES: Correct.

MS. FORBES: Okay. Mitch?

MR. FLETCHER: Okay. So all those in favor, say aye.

MR. RITTER: We didn't get a second on that.

MR. FLETCHER: Oh, sorry. Pardon me.

MS. FORBES: Oh, I thought you were the second.

MR. RITTER: I can second it.

MS. FORBES: Okay. I wrote you down.

MR. RITTER: Oh, I thought you were --

MR. JONES: You're the second now.

MR. FLETCHER: All those in favor, say aye. All those opposed.

(Unanimous voice vote for approval.)

MR. FLETCHER: Motion carries.

Mr. Jones made a motion to elect Michael Fletcher as chairperson, Blaine Regan as vice chairperson, Pam Forbes as secretary, and Mitchell Ritter as the Loan and Grant Committee liaison. The motion passed by a unanimous voice vote.

VI. REPORTS

Staff memo

FY 2017 Budget

MR. COLE: All right. So I'll start us off on our reports. I would also like to recognize Pam. I know at our last meeting, you were out and so the chair duties fell to Pam. But she did the chairperson duties and the secretary duties all at once, and she did an excellent job.

MS. FORBES: Thank you.

MR. FLETCHER: Plus, that was an important meeting --

MR. COLE: Yeah.

MR. FLETCHER: -- to chair too.

MS. FORBES: Yeah.

MR. FLETCHER: Keep everybody on track.

MR. COLE: So I personally wanted to say thank you.

MS. FORBES: Yeah. Well, at least I was able to move things along at a pace I could keep up with.

MR. FLETCHER: I liked all the recommendations too. I mean, I wasn't here, but it was in line with kind of what I was leaning towards. So I thought -- so I was happy to see that as a group, we all had kind of had the same impressions of the presentations.

MR. COLE: So the Council approved the entire budget this past Monday night. There were a series of four hearings. One of them was on a Saturday, but Monday was the night that they finally approved it and they adopted the CDBG and HOME funding recommendations within that budget, so it is buried within thousands of pages, but --

MR. RITTER: No changes?

MR. COLE: They did make one significant change, and I kind of saw this one coming a couple of weeks out. Every year we have local agencies that apply for tax credit financing or funding through Missouri Housing Development Corporation, MHDC. So the Housing Authority, Burrell Behavioral Health and JES Dev Co were applicants this year, and some of those entities will apply to us for HOME funding, which one of them did -- JES Dev Co. And you all recommended \$85,000 in funding for them. Leading up to that meeting, each of those organizations also typically goes and gets a resolution of support from the City Council to show Council support for their project. And one of our Councilpersons raised up the issue of thinking that putting the \$85,000 towards JES Dev Co would prioritize them over the Housing Authority's application and they felt strongly about the Housing Authority's

application, so they wanted to move that money somewhere else. So I informed Mike of that leading up to the meeting. So we did that, and the Council was appreciative of that. So we moved the \$85,000 from JES Dev Co to the Homeownership Assistance Program. That was my recommendation because we're getting a lot of production still out of that program and that -- those funds can also help our housing development organizations like Habitat accesses those, Job Point, and so does CMCA, so, you know, I know we have a lot of funds going towards City programs, but a nice thing about several of our City programs like the Demo Program and the Home Ownership Assistance Program is other agencies can access those funds. So if we get to a point where we want to make an amendment and move things if something comes up later in the year, the CDC can certainly recommend that and we can always readjust. We didn't have much time leading up to the meeting, so it was kind of we had to get something done and get it in the budget.

MR. FLETCHER: So --

MR. RITTER: So then we --

MR. FLETCHER: -- officially, the JES Dev Co withdrew their application for funds from us.

MR. COLE: Yeah.

MR. FLETCHER: Okay. When they --

MR. RITTER: So it doesn't look like they were zeroed out.

MR. COLE: Huh-uh.

MR. FLETCHER: Yeah. It wasn't like we didn't fund them. They withdrew their application from us --

MR. RITTER: Because they were getting funded.

MR. FLETCHER: -- because the City wouldn't endorse them.

MR. COLE: They wanted to build some good will with the Council, and they thought they would come back the next year.

MR. RITTER: Uh-huh. Well, it was just a very small piece of their --

MR. COLE: Right.

MR. RITTER: -- multi-million dollar quote of twenty-and-something million dollars.

MR. COLE: All right. So I can move on to the Community Land Trust update. That was approved --

MR. FLETCHER: Boys & Girls Club?

MR. COLE: Oh, yeah, back to the budget. The Boys & Girls Club got approved for \$500,000, and not out of our funds or, you know, funds we oversee. It was out of City

General Revenue funds the Council set aside \$500,000. I don't know if I'll be overseeing that or not, which involves facility renovations, I would assume likely it would. Job Point also got \$24,000 from the Council. These are all just direct solicitations of the Council.

MR. FLETCHER: What's Job Point for?

MR. COLE: \$24,000.

MR. FLETCHER: For construction of affordable housing?

MR. COLE: It was for their vocational training programs, which including our HVAC program -- or the HVAC program we fund. But it was to, in particular, fund persons coming right out of prison. They have a partnership they've been working with -- I think it is the Boone County -- the prison over -- not Boone County, the Boonville prison to where they can get people coming right out of prison and get them into their programs. So they're going to utilize the funding for that. I am pretty certain we will be overseeing those funds.

MR. FLETCHER: So it wasn't the case that those folks came to us, we didn't fund them and they went around? They just went directly --

MR. COLE: They went directly to the Council. And that happens from time to time.

MR. RITTER: How does the vetting process work there?

MR. COLE: You know, they make a direct solicitation to Council, and, you know, it's, you know, on the public record. It's probably not the similar -- it's definitely not the vetting process they go through in our programs, but I know both of those programs have been funded through our processes for similar activity, so, you know, it's not like they've invented something that doesn't exist. So -- but, yeah, it is -- it is quite different then going through our process.

MR. FLETCHER: I guess we should be encouraged by it --

MR. COLE: Yeah.

MR. FLETCHER: -- because the City is spending extra money on -- on facilities beyond the minimum that they get, so --

MR. RITTER: I know they did that with Patriot Place last year.

MR. COLE: They did it for Welcome Home.

MR. RITTER: And Welcome Home.

MR. COLE: Yeah. They -- yeah.

MR. FLETCHER: And I understand too that that got -- they completed all their funding targets and they are moving forward.

MR. COLE: Yeah. Yeah. Things are happening over there. They're actually getting a new executive director too, so --

MR. FLETCHER: And what was the woman's name that was --

MR. COLE: Sarah Grim. But I think she will still be there, just they're expanding their efforts and their campaign, so I think they are bringing on a new director. So do you want me to move on to the land trust update?

MR. FLETCHER: Sure.

Community Land Trust Update

MR. COLE: It was approved by Council two meetings ago on September 6th. I was really excited and pleased about that. It was a 7-0 vote, so we had the full support of the Council. We've been working on this initiative for a year or maybe a little longer. So it's great. This is going to really impact I think for the better how we develop affordable housing and make sure that we have an ongoing relationship with those properties to where they stay affordable and well maintained and owner occupied in perpetuity rather than after that first owner moves in and sells the house. I handed out a one-pager on the Community Land Trust Organization. It just gives you a good little summary. I know some of our veteran Commissioners are probably pretty familiar with it. I was thinking it would be really good at maybe the next meeting or the following if I could have just an item where I go into what a Community Land Trust is, how it works. We could even see -- we have a consultant that is working with us from Burlington and Associates. I think you all are familiar with how he helped us leading up to the point. And he is going to help us during implementation. We could even see if we could plan one of his visits to where he could address this Commission and answer questions. That could be really good if we could line that up. But I'm really excited about this. So we are going to file our Articles of Incorporation with the Secretary of State and create a separate 501(c)(3). We're going to advertise for the board on October 19th in conjunction with all of the other City boards and commissions. This will be a little different. This will be a separate entity. The Council will appoint the initial board at their second meeting in November, which will be the 21st. We had a steering committee working with us during the planning phase, and hopefully we get a good number of those that will apply so that we have some continuity and knowledge. We are expecting to have the first board meeting in mid-January. There is also a video we did on the City Channel Website. If you just Google Columbia City Channel, it will show up and you can select the Community Land Trust video. But it gives a good -- a good little summary of what we are trying to accomplish. Yeah. This is really great. In our state, there is only two other land trusts -- Community Land Trusts. There is one in Springfield and there is one in St. Louis. There are some folks in Kansas City that are trying to get one started and there is one over in Lawrence. But they are in 42 different states. It is a growing way, especially with decreasing resources to make sure what investments we make in Affordable Housing are protected for the long term.

MR. FLETCHER: So when I look at this though, my question on a couple of the

bullets --eliminates the need for additional subsidies to future buyers and it also ensures that homes maintain their quality and condition. I mean, once you sell them the house, it's theirs to do with as they see fit.

MR. COLE: Uh-huh.

MR. FLETCHER: So is there some kind of other limitations on the property because you own the land?

MR. COLE: Yeah. Yes. We'll have a 99 year ground lease that will spill out all of those provisions, so basically who they can resell to and for what price, depending on what the market does. There's a couple different ways that we can do that and this is what we will be talking about as we form our bylaws with the new board. But some land trusts let the first home buyer that -- you know, each home buyer keeps 25 percent of the appreciation, plus any equity they paid into the house. Some land trusts will have a standard 1 percent -- you get 1 percent return every year -- or appreciation every year. If you go after five, it can go up to two, ten -- I mean, there's different ways to do it. Some people peg it to like a CPI index. The standard I've seen is the 25 percent stays with the homeowner. So the land trust organization has the first refusal on buying the house also. We'll probably take that similar direction to where we would be helping -- very active in helping line up the next buyer, and we have a lot of good infrastructure in place, especially with hiring Gary to do our Home Buyer Assistance classes. So every month, he is working with eight to 15 new home buyers that are going through our program. Also we have included our CHDOs a lot in on this planning process, so I think we have a lot of good things in place. We've got a lot of planning to do on the implementation side. Hopefully that answers your question. The main answer to your question is the ground lease spells out what they can and can't do. But it is a renewable, inheritable ground lease, and it is accepted by Fannie -- Fannie Mae.

MR. FLETCHER: Any other questions? Is that it for the staff report?

MR. COLE: Yeah. Our first project we want to do, and we'll get into this a little more on the CHDO RFP is these yellow boxes up there. It's over on Lynn Street. When we did our tour, we circled that block I think the past two years in a row. Yeah. We own all of the yellow ones and the orange ones. The green ones on the bottom are the ones Job Point has completed. If you haven't been down that street, I encourage you to drive around and take a look. We've got a lot of good things going there. We did Central Latino's agreement at the last Council meeting, so they will be starting renovations to the exterior of their facility there on the corner. So that will be really

good for our efforts, but, yeah, the yellow boxes are where our first project will be.

VII. SPECIAL ITEMS

FY 2016 HOME CHDO RFP

MR. COLE: Yeah. I'm sorry you all are having to listen to me talk quite a bit tonight.

So we have our 2016 CHDO RFP. For our new members, and if you need a refresher, CHDO is Community Housing Development Organization, and we are mandated by HUD to set aside 15 percent of our HOME funds to be -- to award to these CHDO organizations. And we qualify them and make sure they meet all of HUD requirements to be a qualified Community Housing Development Organization. And in most basic terms, what they are is nonprofit housing development organizations with a specific board structure. So they can't have more than one-third of their board represented by public officials, and at least one-third of their board has to represent the low income community. And right now, we have three: Job Point has a subsidiary organization, CoMo CHDO, that is a CHDO organization; Central Missouri Community Action, their board structure qualifies them as a CHDO organization; and then Show Me Central Habitat for Humanity. So that is the three we have right now. We typically do our CHDO funding every fall. So tonight is the night when we talk about what we would like to offer out to the CHDOs to do for their projects for this year. So this is from that map -- and I passed out a map to everybody so you can kind of see a little more detail in what we are wanting to do. So the three lots that have four houses, two in front and two in back, those are the -- that's the Lynn Street Cottages project that is the first Community Land Trust project. And that is a project where we have had in mind to do with a private developer. So we have those three remaining properties. So my thought was we could utilize our CHDOs to do those three remaining properties. There is two to the east and then one to the west. And that would be a great way to --

MR. FLETCHER: Could you jump back to that other map and show us?

MR. COLE: Yeah.

MR. FLETCHER: So the yellow lots are -- are these two?

MR. COLE: Yeah.

MR. FLETCHER: So you're going to combine those three and build these community gardens --

MR. COLE: Yeah. So that plan has already been approved by Council -- P & Z. It is three lots that got combined into one what's called Planned Unit Development. The one lot to the east, which is 107 Lynn, and then the one to the west, 115, still has zoning that's some obscure commercial zoning that's for a children's funeral home -- plans from 1996. So I'm going before P & Z to get it rezoned. We are downzoning it

to R-1. The neighborhood was really receptive to that because they wanted to protect against, you know, some kind of large multi-family development and wanted to match the character of the neighborhood, which around that block there is a lot of single-family residential. So we are going to downzone it to R-1 so we can do these projects. It is going before P & Z tomorrow night, and the timing would work well with our funding. So we met -- these are the addresses: 105, 107 and 115 Lynn. We met with the CHDOs last week, and that's a little different then in the past, you know. We typically just offer it out -- lots and money and said, Here you go, come give us your proposals. With these homes potentially, we're wanting to also put them in the land trust, and this is something new. So we wanted to get our CHDOs together and talk about what we want to do and get their feedback -- or get some feedback from them and make sure what we want to do is viable. They were all really receptive. They appreciated us talking to them on the front end, and we had a great discussion. So what we want to do is to have three -- three-bedroom, two bath with a garage. Typically, that is what we have done in the past. But if you will notice in the past, we've done a higher subsidy amount and less homes. We talked to our CHDOs about being able to squeeze more homes out of our dollars and how we can make that work. So this year we have -- we're proposing around \$67,000, if I remember correctly in CHDO funds. And we're thinking after meeting with the CHDOs themselves, that we could squeeze three homes out of that if we do a couple things - - if we have the lots graded and the sewers installed. And then also back in June -- I don't know if you are aware, I think I talked about this at the second June meeting, but we got the permit fee waiver ordinance passed, so all of our CHDO-funded houses now don't have to pay anything in building permits, which for each of these houses is about \$5,000 a house --

MR. FLETCHER: Oh, it is that much?

MR. COLE: -- so that helps make the deal happen too. So we met with them and they thought it was viable, and they are ready to give us their proposals. We are also looking at -- in the past, our energy efficiency requirements were really robust. This October 1st, the City is adopting new codes -- building codes. They will change the amount of energy efficiency requirements. And it got to the point where some of them met what we were doing and some of them slightly didn't, so we thought this would be a good opportunity just to line it directly with building codes since they are above what most cities in the state are doing anyways, and this could help, you know, not be to overly burdensome on their energy efficiency requirements. We also

revised some of the universal design minimum requirements. We had had some -- a little bit of negative feedback from some of the buyers on a couple of things. One in particular, we required the ovens with the front controls where if you have kids, they could reach up and grab them. So we tried to moderate those a little bit. We kind of got out of the weeds and just kept the big ones -- or what we would like to do is keep the big ones where you have the wide doorways, the zero step entrances, wider hallways -- the big stuff that would be costly to retrofit. But we are proposing that we remove the -- a few items that are down in the weeds, like the front switches on the ovens, the lever door handles, and then the light switches that are illuminated. Also, as I said, we are going to prepare them with grading and sewer.

MR. FLETCHER: How is the lot preparation being paid for?

MR. COLE: Out of CDBG, the demolition fund. We can do acquisitions, purchases and site clearance with demolition funds. So yeah, these are the items -- the universal design items we are taking out -- removal of doors and toe kicks under the kitchen and bathroom sinks. We had some feedback on those. Then we had some technical requirements on a sill seal that was really expensive. It was -- was it EPDM, if I remember correctly. So we are going to go back to just a more standard product. And then there is a specific framing technique with two by four walls that could meet the new code energy requirements if it includes some additional provisions, like some exterior foam. Also, we talked to them a lot about finished flooring. We had a lot of conversations with Job Point, and I remember we did the tour -- they had some carpet that was pieced together. We strongly expressed that that's not what we wanted to have in that house. So we're going to let them know that we want it to match throughout the house. There was some confusion on the carpet pile height that we just made more standard to the standard construction home -- not to reduce the quality, but just to reduce the confusion with them. We also got our air change rate just to meet the codes, and then our insulation needs. So we think with all of those changes, we can still have a really energy efficient house that is still accessible to most people and not over costly to retrofit if someone wanted to put in grab bars or things like that. So that's what we wanted to run by the Commission and to make sure that you are all right with that approach.

MR. FLETCHER: Do we have to approve that in any way or is that really just for purview?

MR. COLE: We'll just wrap it all in the RFP if you wanted to change any of those or remove any of those changes. Also, when we met with the CHDOs, you know, they

all thought it would be a really good idea if we made it noncompetitive and they all just got one house -- if they just divided it up three ways. That seemed like a great way to do it because we could utilize all the resources and get all these homes built at once and build out that block. It would be a great story to tell that we are utilizing all of our nonprofits on that street as well as the private developer. I think also it is a good idea because we are trying something new with the land trusts, so it will give everybody a swipe at it and get everybody up to speed on it as we try something new. But with that said, I still think we need to have them all do a formal proposal, just like they would any other year and still have it reviewed by staff and the Commission and have them submit everything they would in any year. So if -- that way if their board doesn't meet our requirements or their budget is not, you know, acceptable, we won't award them the project. So otherwise, if they meet all the requirements, I would say, yeah, that seems like a good idea just to divvy it out between each of the three CHDOs. And it was their idea and proposal, and they were all very agreeable to it.

MR. RITTER: So three CHDOs and four cottages?

MR. COLE: The four cottages were actually going --

MR. RITTER: Who is doing what?

MR. COLE: -- bid out to a private contractor.

MR. RITTER: Oh, private.

MR. COLE: So on this sheet --

MR. FLETCHER: It's going to be the other three lots.

MR. COLE: Yeah. The other --

MR. RITTER: The other three --

MR. COLE: Yeah.

MR. FLETCHER: Yeah.

MR. COLE: So -- and we would align all these bids fairly close together, so we would have a lot of action going on on that street.

MR. JONES: So Randy, if I understand you right, you're talking about these three other lots on Lynn Street becoming a separate land trust of their own or would they --

MR. COLE: They would all go into the same land --

MR. JONES: Same land trust?

MR. COLE: -- trust entity, just different developers.

MR. JONES: Got you.

MR. COLE: It would be our nonprofit developers.

MR. FLETCHER: The community garden design is not going to be in the land trust or it is?

MR. COLE: So the --

MR. FLETCHER: Because that is already --

MR. COLE: These lots --

MR. RITTER: If we get money for that --

MR. COLE: These lots on the north side I would like to keep in the land trust. I think that would be a great resource.

MR. FLETCHER: Okay.

MR. COLE: So I think what Mike was mentioning, if I'm correct -- correct me if I'm wrong is the four orange lots on the north side fronting Sexton there, we're going to do a large bio retention project and potentially also include in some community garden space. I think that would be great to keep that as a community resource within the land trust.

MR. FLETCHER: Well, you can't build on it. Right? After you build the --

MR. COLE: The bio retention?

MR. FLETCHER: Yeah.

MR. COLE: Yeah. It would likely not be --

MR. FLETCHER: So are you just going to -- it's just going to be open space anyway?

MR. COLE: Yeah. But it is working out well. We have Crockett Engineering going to do some soil testing on those north lots because in order to do these four homes, we're having to put some fill on the back side, and they are doing some soil testing to see how much and what soil we could use from those north lots to fill up there because we're going to have to remove a lot of soil to put in those bio retention basins.

MR. FLETCHER: So it will work out --

MR. COLE: So it would save us some money.

MR. FLETCHER: So they can do the soil movement underneath the funds for the bio retention?

MR. COLE: Uh-huh. Yeah. So we could help --

MR. FLETCHER: What about the lot that's running east and west?

MR. COLE: That one that goes off to the side? 700 Oak. You know, if we had money, it would be a great one to get out there also. We're kind of -- I think this is maximizing all the dollars we have to get all of these developed within a year, so I

would think, you know, maybe next year we could have that in RFP and we would likely --

MR. RITTER: Yeah. I was going to say do any of the three nonprofits have capacity to do the -- do two homes right there while they have resources?

MR. COLE: Certainly, they could. Job Point did two across the street last time. Habitat can certainly do more than one.

MR. RITTER: Yeah.

MR. COLE: Our problem is we don't have additional funds to --

MR. FLETCHER: Funds --

MR. COLE: -- to throw out of --

MR. FLETCHER: They would be on their own.

MR. COLE: Yeah.

MR. FLETCHER: But they -- it could get put in a land trust model and you could still do all the grading and all the other site preparation.

MR. COLE: Yeah.

MR. FLETCHER: They would just have to fund it. So the lots or houses with the green that's indicated, those houses are constructed and sold?

MR. COLE: Yeah. They are all done, sold and occupied.

MR. FLETCHER: Good.

MR. COLE: Those are the ones that --

MR. RITTER: Those are the ones we toured.

MR. COLE: Yeah.

MS. FORBES: Yeah.

MR. FLETCHER: That's right.

MR. RITTER: The one with the mismatched carpet.

MR. COLE: Are you done with this slide?

MR. FLETCHER: Yes.

MR. COLE: All right. So we don't necessarily need a formal action, we just wanted to get your guys' feedback on if that's an acceptable approach.

MR. FLETCHER: So generally all these changes really just take the requirements and align them closer to standard building codes that we would see in a \$500,000 home; is that correct?

MR. COLE: Yeah.

MR. FLETCHER: I mean, so if it is good enough for them, it's, you know --

MR. COLE: Yeah.

MR. FLETCHER: -- it's probably good enough for us in terms of, you know, limitations and quality.

MR. COLE: Yeah. We did keep a few things in there that are beyond code, like the Hardie board siding, we are keeping in there, just -- we want them to be durable if we're going to --

MR. FLETCHER: Right.

MR. COLE: -- be working with them forever.

MR. RITTER: Uh-huh.

MR. ANSPACH: The HVAC requirements are a little more robust.

MR. COLE: Yeah.

MR. FLETCHER: Energy efficiency wise, is that --

MR. ANSPACH: Right.

MR. FLETCHER: Yeah.

MR. RITTER: What was the foam insulation around the slab --

MR. COLE: Slab edge?

MR. RITTER: -- that still --

MR. COLE: New codes still have --

MR. RITTER: -- that's still energy efficiency and not anything with -- that's still -- is that code or is that additional code?

MR. ANSPACH: The foam on the foundation walls, we're keeping it.

MR. COLE: Uh-huh.

MR. ANSPACH: Underneath the slab though is one of them we did eliminate because that was not a code.

MR. COLE: Yeah. There's some significant cost savings there.

MR. RITTER: Yeah. Because that was one that Habitat was not doing and then they had to do it on Ash Street.

MR. COLE: Uh-huh.

MR. RITTER: And now it is back out of the requirement?

MR. COLE: Habitat has been doing it for a while. The issue we had with Habitat was in 2011 when I first came on. We had in their agreement to be Energy Star rated homes, but they didn't get their energy rating involved on the front end, so we had to relax that rule. But they've -- they've met everything since then.

MR. FLETCHER: Any other questions? So you'll bring back the RFP for our review and approval?

MR. COLE: So we will likely just send it out.

MR. FLETCHER: Okay.

MR. COLE: But these are the -- these are what will change within it.

MR. FLETCHER: I guess then, informally, does anyone have any negative comments regarding the changes? Hearing none. All right. It looks like the Commission is in agreement.

Homeless Summit Event

MR. COLE: So I'll just move on down the Special Items. We've got the Homeless Summit Save the Date -- I guess I should say dates. It's two dates. I think a couple of you attended the Affordable Housing Symposium last year. It was a really well attended event. We had about 135 people there, and that was -- that was a great event because it allowed us to get some momentum for a couple of our initiatives, such as the land trust and then the permit fee waiver ordinance. So it was a great way to get discussions going and get goals formed that we can, you know, put our funding towards. So I've been working with the United Way, Boone County Community Services Department and then also the Division of Human Services -- Steve's group. We actually meet quite often -- it seems like at least once a week to discuss how we are doing with agencies and different -- how we fund different agencies and any kind of challenges -- how we can best align our resources. But we talked about doing an event similar to last year beyond affordable housing to the issue of homelessness because it seems to be on the top -- in the front of everybody's mind these days. So we have a couple of speakers lined up to come in, some from Boulder -- a county in Boulder and one woman from D.C. that is an expert. I think it is going to be a really cool event. So we're going to do an afternoon and evening on the 17th, and then a morning on the 18th. So we will have a mixture of key note speakers, local expert speakers, as well as a time for people to break out in discussion groups. The main thing we want to walk away from this event is one, people gaining education about homelessness in our community, learning about innovative things that other communities are doing, and then also formulating three to five goals of what we can do as a community moving forward that we could fund, United Way could fund, the Boone County Community Services Department could fund, the Division of Human Services --

MR. FLETCHER: So the Boone County folks are involved with this as well -- that funding stream?

MR. COLE: Yeah. Very much so.

MR. FLETCHER: How does that fit in since their funding stream and United Way appear to be geared more towards I guess children's services, for lack of a better term? I mean, how does that fit into the homelessness?

MR. COLE: So, you know, there's a lot of homeless children and lots of homeless families in Columbia. I think there was 350 people at the last point in time count, but that doesn't count people that are doubled up. I think the last I read, the schools had

200 reported children that were homeless last year, I believe. But the Boone County folks' funds, they are mainly children services, as you said. The United Way is a little broader. They fund some youth programing, but then, you know, it's not limited just to children. So there is a little bit of broader funding, but they all fund a variety of programing. We try not to duplicate what we fund. That is why we meet so often and try to align our resources and make sure that we are getting the best bang for our buck. So that's that. Hopefully everybody --

MR. FLETCHER: What kind of participation do you anticipate from City Council and folks like that?

MR. COLE: So we've got a planning committee together and we've got Karl Skala and then Mike Trapp is on the planning committee. And then there is a County Commissioner, Janet Thompson. She is on the planning committee. We've got some United Way board members. So, yeah, we've got some -- some people in those positions that are involved in the planning, so I think that will really help get those people to the event. Shall we move on to the next item?

FY 2018 Planning Schedule

MR. COLE: We've got the planning schedule. For our new folks, this may seem confusing because it says 2018 and we are in 2016 right now, but we're starting the process of planning our 2018 year plan. Our program year follows the calendar year, so all throughout 2017, we'll be developing plans for what we are going to do the following year. So we are always planning a year out. But here at the next meeting, you will hear the CHDO proposals. That meeting will be in November. You'll get to hear what those are. And then in December, we will review our five-year plan and -- as well as the survey, what we want to survey on the next year. And then we start the year out with our public hearing where we get input from the community on how they think we should change our goals or what we should do for the next year. And then we really get into the next spring and next year application process. For the new folks, we started doing a bus tour in April where you can go out and look at projects that are going on around town. It seems like a really valuable thing to do so you can really connect the important work that you do here to actual projects that are taking place. Also for our new folks, I would recommend getting the March 2nd date on your calendar. That is our pre-application workshop. So that's a workshop we do for people that want to apply for our funds every year. But it is good if you are a new Commissioner just to get a perspective on what our organizations that are applying are hearing and going through and what they have to go through to submit an application. But the most important dates are the May 17th, June 7th and June 21st. That's all the hearings. So that's a little summary of the calendar.

VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

MR. FLETCHER: Next is general comments by the public, but I don't believe any are present.

MR. RITTER: Back to the schedule, why is Boone County Family Resources listed on tonight's agenda -- or tonight's schedule?

MR. COLE: They had talked about wanting to change how they were going to use our funds, and I didn't remove them because they ended up using them how they said they were going to use them. I'm sorry.

MR. RITTER: Yeah. Because the Apple Tree is gone.

MR. COLE: Yeah.

MR. RITTER: It's leveled. So I assume --

MR. COLE: So that's my fault. Yeah. At first they were talking about seeing if they could use it for some other part of the project, but yeah, Council approved their funding agreement. That's just a change that I made months ago and forgot that I did that. Sorry about that.

MR. FLETCHER: Any other questions?

IX. NEXT MEETING DATE: NOV. 9, 2016

MR. FLETCHER: So the next meeting is November 9. We will be presenting the CHDO --

MR. COLE: Yeah.

MR. FLETCHER: -- funding recommendation.

MR. RITTER: When is the registration going on for the Homeless Summit?

MR. COLE: Are you all on our listserv? You may not be. I will make sure I send out the invite that I get from the United Way to all of our board members. I would assume that will be going out within the next two weeks.

MR. FLETCHER: Any other Commissioner comments?

X. ADJOURNMENT

Mr. Ritter made a motion to adjourn; second by Mr. Regan. The motion passed by a unanimous voice vote. The meeting was adjourned at 7:46 p.m.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573-874-7214. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.