

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
APRIL 21, 2016

MEMBERS PRESENT:

Chris Frye Mayor
David Asson Councilor
Nancy Connolly Councilor
Amy Burgstahler Councilor
Andrea Blum Councilor

STAFF PRESENT:

Paul Bertagna PW Director
Patrick Davenport CD Director
Joe O'Neill Finance Officer
Kathy Nelson City Recorder

GUESTS:

Tom Kemper Executive Director Housing Works
Michael Hinton Housing Works Board Chair

ABSENT:

Andrew Gorayeb City Manager

The meeting was called to order by Mayor Frye at 8:30 a.m.

1. Housing Works Annual Presentation

Tom Kemper, Executive Director of Housing Works introduced Michael Hinton, Chair of the Housing Works Board of Directors. **Mr. Kemper** stated they were in attendance to provide an overview of what Housing Works had accomplished in the last year and what it had on the horizon. He explained that each of the three counties, Jefferson, Deschutes and Crook, provided three members to serve on the leadership committee for the program. He reported Housing Works provided services to all three counties with the majority served residing in Deschutes County. He provided local housing statistics indicating household income levels, household types, housing stock and the rent burden of Sisters residents. He noted over 50% of households in Sisters were renters and 32% of those renter were extremely rent burdened, meaning there were paying more than 50% of their monthly income towards housing costs. He compared the same data with Deschutes County's statistics noting only 35% of households were renters and 29% were extremely rent burdened.

Mr. Kemper described Housing Works mission as fostering dignity through housing and explained that encompassed everything from working with the homeless to assisting with home ownership and the spectrum in between. He explained the four core programs centers were the Housing Choice Voucher Program, noting 1,195 households received \$7.5 million in rental assistance, an active real estate development program to build affordable housing units, EPIC Property Management to manage Housing Works 790 units and the resident service programs. The Families Forward 5019(c)3 program that serves over 2,000 people.

Mr. Kemper reported Sisters had 15 vouchers holder serving 26 people in Sisters with 80% of those elderly or disabled. He stated in Sisters the average monthly housing assistance payment was \$441 with the tenant portion average payment being \$299. He stated Housing Works pays \$6,617 each month in housing assistance to landlords in Sisters. **Mayor Frye** asked the process for an individual to become a voucher holder. **Mr. Kemper** explained that every year Housing Works opened its waiting list for individuals seeking vouchers. He reported over 3,000 people

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signed up in January for the 1,195 vouchers Housing Works has in total. He stated Housing Works was also limited in the total amount of funding it could receive so Housing Works had to work with whichever was the lesser of the two. He explained a lottery system was used and a voucher was only available when someone else left the program. He stated on average, there were only 100 to 200 new vouchers given out each year when others were able to move out of the program. He stated there was an intense screening process to make certain those receiving the vouchers were qualified.

Mr. Kemper discussed the Housing Works portfolio by locality and type. He stated Housing Works planned to build a 30 to 40 multi-family complex in Sisters and LaPine in the upcoming year and the organization would also be building seven units in the Sky Gate residential development. **Mr. Kemper** showed a video Housing Works had produced with grant funding.

Councilor Connolly left the meeting at 9:07 a.m.

Mayor Frye asked how the issue of seniors with a fixed income was handled. **Mr. Kemper** replied a new project of 48 units with a rent rate of only \$425 would be built in Redmond soon. He stated Mosaic Medical would be housed on the ground floor which would provide a great service to residents also. He explained the development was possible because Housing Works would be receiving 9% in tax credits but the state provided that benefit to only 12 developments each year and therefore it was very competitive.

Councilor Burgstahler noted crowd sourcing was mentioned in the video and asked how that had been done. **Mr. Kemper** replied Housing Works had not used that particular resource yet and were just looking into it as an option. He reported there were three new projects and three rehabilitation projects that would close in the next three months and everyone on staff was really busy. He pointed out the video illustrated the need for gap funding beyond tax credits which could come in the form of system development charge (SDC) waivers, land donation or purchase assistance

Mayor Frye thanked Mr. Kemper and Mr. Hinton for attending.

2. Preview April 28, 2016 Workshop and Regular Meeting

City Recorder Nelson previewed the workshop and regular meeting. The **Council** discussed the goals that were to be adopted at the meeting including the over-arching goals, tasks and whether they were measurable. **Director Bertagna** stated staff could look at the budgetary impacts of each task and provide that information to the Council.

3. Other Business

A. Purple Heart City Designation Request

The **Council** discussed the request from a local veteran, with the support of Veteran of Foreign Wars (VFW) Post 8138 and American Legion Post 86, for the City to adopt a Purple Heart

proclamation and become a designated Purple Heart City. The **Council** was supportive of pursuing the designation.

B. Habitat for Humanity System Development Charge (SDC) Waivers

Mayor Frye discussed the anticipated Sisters Habitat for Humanity request for a waiver of park and transportation system development charges (SDC) for Village Meadows Phase 1, lots 1-17. **Director Davenport** advised the cost would total \$27,693 and noted the City Charter stated the City could waive the SDC's for affordable housing provided by non-profit organizations if the organization maintained the units as affordable for a period of 50 years.

Mayor Frye stated the City needed to determine how the affordability requirement would be maintained and develop a framework of for the program. He stated the City needed to figure out how much it would need over the next 10 years if it paid the SDC's for the Skygate, Habitat for Humanity, Clear Pine, private affordable housing units and Housing Works multi-family project. He stated funding options needed to be identified as well as a means to replenish the funds. The **Council** requested the department directors identify some options to assist the Council in making a policy decision as to whether the funds should come from a loan or the strategic reserve. The **Council** discussed how the Charter limited the Council's ability to handle waiver requests. **Director Davenport** noted the City of Bend's Affordable Housing Manager Jim Long had offered to assist the City in creating a plan and the Council voiced interest in meeting with Mr. Long.

Mayor Frye left the meeting at 9:55 a.m.

C. Day of Prayer Breakfast

City Recorder Nelson reported the Council had received an invitation from citizen Peter Storton to attend the May 5th breakfast at Sisters Community Church to commemorate the National Day of Prayer.

D. Citizens4Community Civility Meeting

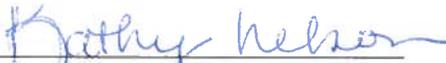
A Sisters Country Civility Project event will take place on April 27th from 5:15 to 8:00 p.m. at the Sisters Fire Station Community Hall.

E. Tobacco Retail Licensing Program

The **Council** discussed an invitation the City received from Deschutes County Commissioner Unger urging participation in a workgroup to assess the costs and feasibility of implementing a tobacco retail licensing program for Deschutes County. The invitation requested one or two elected or administrative level staff members serve on the workgroup. There were no Council members available to serve in the workgroup and they decided there was no staff person with the necessary time available to serve at this time.

The meeting was adjourned at 10:03 a.m.

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Kathy Nelson, City Recorder


Chris Frye, Mayor