

**PIERCE COUNTY HUMAN SERVICES
SSHA³P EXECUTIVE BOARD MEETING**

8:30 – 9:59 a.m.

July 1, 2022

Executive Board: Mayor Nancy Backus, City of Auburn
 Councilmember Kevin Ballard, City of DuPont
 Mayor Daryl Eiding, City of Edgewood
 Mayor Kim Roscoe, City of Fife
 Councilmember Hunter George, City of Fircrest
 Mayor Tracie Markley, City of Gig Harbor - absent
 Councilmember Linda Farmer, City of Lakewood
 Mayor Shanna Styron Sherrell, City of Milton
 Executive Bruce Dammeier, Pierce County
 Councilmember Ryan Mello, Pierce County
 Deputy Mayor Ned Witting, City of Puyallup
 Councilmember Annette Bryan, Puyallup Tribe - absent
 Mayor Dick Muri, Town of Steilacoom
 Councilmember Charla Neuman, City of Sumner - absent
 Mayor Victoria Woodards, City of Tacoma
 Councilmember Denise McCluskey, City of University Place - absent

Staff: Jason Gauthier, SSHA³P Manager
 John Howell, Consultant, Cedar Rivers Group
 Bryan Barmore, Office Assistant 3
 Becki Foutz, Administrative Assistant

Guests: Ted Richardson, Robin Bolster-Grant, Kenneth George, Joanne, Felicia Medline, Mayor David Baublits, Eatonville, Cynthia Stewart, Bill Adamson, Kacey Guin, Anika Moran, Bryan Schmid, Trish Crocker, Tiffany Speir, Taylor Jones, Anne Fritzel, Adan Espino, Jr, Nicholas Carr, Zach Shields, Jim Andrews (Alternate Board Member – Fircrest), Christi Keith (Alternate Board Member – Edgewood)

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Mayor Woodards called the meeting to order at 8:34. SSHA ³ P Manager Gauthier called roll, per above; there was a quorum.	Call to order

TOPIC/WHO	DISCUSSION	ACTION
<p>What Are Your Plans for July 4th?</p>	<p>Executive Bruce Dammeier: hopes to see son and fiancée, however isolating for COVID Mayor Kim Roscoe: going to see friends on Gravelly Lake Councilmember Ryan Mello: Fourth of July Festival Councilmember Kevin Ballard: DuPont Community Pancake breakfast, DuPont Fourth of July parade, then fireworks display in the evening – Councilmember Ballard invited the group to breakfast at the DuPont Community Center at 8:00 on the Fourth! Mayor Hunter George: Steilacoom Lake with friends, boat parade with candy! Mayor Nancy Backus: Auburn Fourth of July Festival at Les Gove Park, later fielding firework complaint calls</p>	<p>Ice breaker</p>
<p>What Are Your Plans for July 4th?, continued</p>	<p>Councilmember Linda Farmer: going from Gravelly Lake to Steilacoom Lake Councilmember Christi Keith – packing to move to California to run a bed and breakfast! Mayor Shanna Styron Sherell: celebrating on 7/3, possibly in Auburn, probably fielding phone calls Mayor Dick Muri: fun run at 9, parade at 1, neighborhood parade at 4, fireworks at 10:30! Mayor Daryl Eiding: goes to Les Gove Park in Auburn Deputy Mayor Ned Witting: 5K fun walk, followed by breakfast at South Hill LDS Church, concert at Meeker Mansion and fireworks in the evening!</p>	<p>Thank you!</p>
<p>Agenda Review</p>	<p>It was moved and seconded to adopt the consent agenda.</p>	<p>Agenda adopted</p>
<p>Public Comment</p>	<p>Mayor Woodards opened for public comment. There was none. Mayor Woodards asked if any public comments had been submitted in writing, SSHA³P Manager Jason Gauthier said no public comments had been submitted.</p>	<p>None</p>

TOPIC/WHO	DISCUSSION	ACTION						
<p>Middle Housing Grant Presentation - Anne Fritzel</p>	<p>Jason presented Anne Fritzel, Housing Programs Manager, from the Department of Commerce, Growth Management Services, to provide an overview of the Middle Housing Grant program. The Growth Management Act was significantly amended in 2021. (the link at right is to the Periodic Update.) Commerce has developed projections for need and methodology for allocation by income bands that will come out soon. They've received a lot of funding for significant grants for cities over 100,000 that will be split with half in the next 12 months and the other half available in June 2023.</p> <p>Anne's been working with growth management for 20 years and never seen this much money for an update so she's excited that the legislature has seen the importance of planning and the difference it can make in communities. On top of that there's additional money for housing work, called the Middle Housing Grant.</p> <p>Duplexes, triplexes, fourplexes, courtyard apartments, cottage housing and townhouses qualify as middle housing. The grant requires looking at all of these types and think about where which of the types would be appropriate in communities.</p> <p>Base grant amounts:</p> <table data-bbox="347 1104 927 1220"> <tr> <td>Cities under 10,000</td> <td>\$60,000</td> </tr> <tr> <td>Cities between 10 and 20,000</td> <td>\$75,000</td> </tr> <tr> <td>Cities over 20,000</td> <td>\$100,000</td> </tr> </table>	Cities under 10,000	\$60,000	Cities between 10 and 20,000	\$75,000	Cities over 20,000	\$100,000	<p>Periodic update</p>
Cities under 10,000	\$60,000							
Cities between 10 and 20,000	\$75,000							
Cities over 20,000	\$100,000							

TOPIC/WHO	DISCUSSION	ACTION
<p>Middle Housing Grant Presentation - Anne Fritzel, continued</p>	<p>Requirements: Must consider middle housing types on at least 30% of lots currently zoned as single family. Must conduct a racial equity analysis: a review of past racial inequities, past exclusion in housing.</p> <p>Grant funding can be used to analyze comprehensive plan policies and development regulations; prepare informational materials for the public; conduct outreach; draft proposed amendments; hold public workshops and city planning commission public hearings; and to hold city council public hearings.</p> <p>Anne noted that Jason has developed a really nice plan for multiple communities to do this work.</p> <p>Joint applications from two or more jurisdictions are encouraged where regional groups may work jointly on housing policy. Applications are due July 5 and funding expires June 30, 2023. This is a reimbursement, performance-based contract. Commerce will work with you as long as the application meets the criteria, to make sure you get the funding.</p> <p>Executive Dammeier asked if there were any additional funds to encourage regional cooperation and collaboration around housing efforts, or is the regional approach the sum of the parts of it were done individually? Sum of the parts. They're not closing the gate on Tuesday.</p> <p>Mayor Backus noted that there are very few consultants available, so it's not too early to look.</p> <p>Ned asked if the comprehensive plan update requires 30%, or just the grant? Just the grant.</p>	<p>Thank you, Anne!</p>
<p>Resolution 2022-05- Jason Gauthier</p>	<p>Resolution 2022-05 is a resolution of the SSHA³P Executive Board approving the submission of a regional middle housing grant for Edgewood, Fife, Gig Harbor, Milton, and University Place, submitted by Pierce County, for total amount of \$425,000 (maximum allowable for five cities plus an extra \$40,000 provided by the Department of Commerce for community-based organizations to facilitate community outreach and engagement as part of the grant requirements and deliverables.)</p> <p>SSHA3P will work with subcontracted community-based organizations taking on the lead role with the deliverables of creating the (Action 1) public engagement plan and delivering specific city-specific engagement results by May 1, 2023. The activities will be performed by consultant. Each member city will have a racial equity analysis (Action 2) as well, to address anti-displacement in each participating city. Action 3 will be Policy and Program Development.</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>Resolution 2022-05- Jason Gauthier</p>	<p>Deliverable 3A – summary assessment of lots suitable for rezoning to support middle housing.</p> <p>Deliverable 3B – City staff producing report on the changes that would be needed to support middle housing.</p> <p>Deliverable 3C – consultant develops a menu of strategies that would support the increased supply of middle housing types.</p> <p>Deliverable 3D – Planning Commission briefing on deliverables, from action to totality.</p> <p>Deliverable 3E – Planning Commission briefing on deliverables 3A, 3B and 3C.</p> <p>Budget SSHA3P - \$25,000, to perform Action 1 (Community engagement/outreach) Consultant - \$210,000 City staff time - \$150,000</p> <p>In putting together the grant structure lessons learned from two awarded regional housing action plan implementation grants were used.</p> <p>Jason recognized specific member government staff who worked on this concept: Taylor Jones, Steve Friddell, Robyn Bolster-Grant, Angelie Stahlnecker, Kenneth George, Kevin Briske, and especially their driving force, Emily Arteché, Planning Manager from the City of Edgewood.</p> <p>Jason opened for questions. Executive Dammeier commented that this is the reason we have come together, to leverage these types of opportunities. He moved to adopt resolution 2022-05. Mayor Backus seconded. Vote commenced and the ayes had it. Mayor Backus commended Jason and the group for taking this on. Mayor Woodards thanked the committee.</p> <p>Jason noted that Trish Crocker, Pierce County Human Services’ grant writer has the grant ready, and it will be submitted ASAP.</p>	<p>The resolution was adopted</p>
<p>Resolution 2022-04- Jason Gauthier</p>	<p>Resolution 2022-04 is a Resolution of the SSHA³P Executive Board, adopting the 2022 SSHA3P Work Plan. Deliverables and target dates have been slightly adjusted since the last meeting. Target dates have moved back one month in each area, to allow us to accommodate the anticipated influx of work necessary on the regional middle housing grant. The Executive Board can now expect programming policy summary assessments in October, a decision package in November and then a functional toolkit in December. The new SSHA³P website debuted last night! It’s still in design stages but it’s out there and has content, including early stages of mapping, awaiting some additional member city data. There’s an interview scheduled in mid-July for SSHA³P’s half-time position.</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>Resolution 2022-04- Jason Gauthier, continued</p>	<p>Opportunities are the greatest threat to the accomplishment of work plan deliverables in the remainder of 2022; we can't and shouldn't turn away from opportunities to directly and positively affect the supply of affordable, attainable, and accessible housing. SSHA³P will retain flexibility to support members. Deputy Mayor Witting moved to approve the work plan. Councilmember Farmer seconded. Vote commenced and the ayes had it. Mayor Woodards thanked the committee for their work. Councilmember George commended Jason and the committee; he can't wait to support the plan.</p>	<p>The 2022 work plan was adopted</p>
<p>Legislative Agenda Presentation - Jason Gauthier</p>	<p>Jason provided background on previous years' legislative agenda development, an historical overview of SSHA³P's legislative agenda process, agenda development options, and proposed structure.</p> <p>In 2019 when the Mayor's Roundtable was meeting, they agreed on some short-term actions, including the creation of a legislative priorities letter. Jason shared the group's 2020 priorities: investments in the housing trust fund, flexible local funding options, equitable allocation of the housing trust fund, utilizing Pierce County as home to pilot programs and policy to provide attainable housing for all.</p> <p>In 2020 they sent a letter with 2021 priorities. In 2021, Cedar Rivers Group worked on the agenda. The group's priorities have seen a lot of success, including \$113M to the housing trust fund, which was truly unprecedented. It's been a successful couple of years.</p> <p>Jason proposed a basic structure for the group's 2023 legislative agenda, identifying three to five priorities, such as collaboration with community partners, using "Support, Monitor, Oppose" sections.</p> <p>He proposed two legislative development options: Option 1 works with member governments over the next couple of months to develop the agenda, starting now for presentation to the Executive Board in September for feedback, brought back in November, to meet with legislative delegation in December-January.</p> <p>Option 2 waits until the agenda's presented to member councils.</p> <p>Mayor Woodards asked if Option 1 includes reaching out to lobbyists of member governments. Yes.</p>	<p>Discussion</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>Legislative Agenda Presentation - Jason Gauthier, continued</p>	<p>Councilmember Ballard noted that earlier is better. Mayor Backus supports Option 1. Executive Dammeier commended Jason’s presentation. This is an election year for legislators, so some of them will be focused on that. He’s interested in us influencing their agendas, but would also like their agenda to influence ours. Councilmember Farmer supports Option 1 and suggested limiting feedback to September. She offered to be a conduit to Lakewood City Council to get feedback. The group overall preferred Option 1. Mayor Roscoe suggested including government lobbyists. Jason thanked the group.</p>	<p>Expect a presentation at the 9/2 meeting.</p>
<p>Welcome, Eatonville</p>	<p>The group welcomed Mayor David Baublits, of Eatonville, who attended the meeting. Mayor Baublits announced that Eatonville’s planning to join SSHA³P, and they’re working on creating affordable housing in a complex behind their town hall. They’re applying for the middle housing grant as well.</p> <p>Mayor Woodards added that she ran into Mayor Penner of Orting who is interested in continuing conversations regarding Orting become a SSHA³P member in the future.</p>	<p>Welcome!</p>
<p>Manager Report</p>	<p>Jason recognized Mayor Backus for doing a wonderful job at AWC panel. Jason shared and demonstrated the new www.southsoundaffordablehousing.org website that just debuted last night. Several data pieces from Open Pierce County will be added, as well as median rental price. There’s an interactive map to click on to see housing projects. Jason will show the group the site again at the September meeting, when it’s more built out. Mayor Backus loves the website! She did note that the Auburn logo is not correct. Bruce noted that the former SSHA³P website was somewhat buried in the County housing site, whereas the new site makes it clear that SSHA³P is a collaboration. Mayor Woodards noted that it’s exciting to see us moving forward in this way, nothing short of amazing. What a great job Jason’s doing and in only 11 weeks! Kudos, Jason!</p>	<p>Kudos, Jason!!</p>
<p>Member Comments</p>	<p>Executive Dammeier just approved a contract for \$650,000 to rehabilitate affordable housing apartments in Buckley. It comes to \$36,000 per apartment, which is relatively inexpensive compared to building new housing. He added that it was exciting to see Mayor Baublits.</p>	<p>Informational</p>
<p>Good of the Order/Adjournment</p>	<p>Mayor Woodards asked if there was anything else for the good of the order? Mayor Roscoe moved to adjourn. Seconded. Meeting adjourned at 9:59 a.m.</p>	<p>Meeting adjourned.</p>

The next SSHA³P Executive Board meeting is scheduled for Friday, June 3, at 8:30 p.m. via Zoom.
Respectfully submitted, Becki Foutz, Administrative Assistant