



**South Sound Housing Affordability Partners
Executive Board Meeting Minutes**

May 6, 2022 8:30 – 9:39 AM

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 - absent
Councilmember Hunter George, City of Fircrest
Mayor Tracie Markley, City of Gig Harbor
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
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

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

Guests: Mayor Ronald Frederick - DuPont, Tiffany Speir, Kenneth George, Council Member Jim Andrews (Alternate Board Member – Fircrest), Felicia Medlin, Ryan Windish, Paul Loveless, Katie Baker, Mike Kruger, Melanie Harding, Cynthia Stewart, Taylor Jones, Mayor Jason Whalen (Alternate Executive Board Member – Lakewood), Katrina Knutson, Kevin Ramsey

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Mayor Woodards called the meeting to order at 8:33. SSHA ³ P Manager Gauthier called roll, per above; there was a quorum.	

TOPIC/WHO	DISCUSSION	ACTION
<p>Best Advice Your Mother Gave You?</p>	<p>Councilmember Linda Farmer: You are not going to melt. Mayor Nancy Backus: Always do the right thing. Mayor Daryl Eiding: You better marry that girl. Mayor Hunter George: Have fun wherever you are. Councilmember Denise McCluskey: Take care of your health. Councilmember Ryan Mello: Always say please and thank you. Deputy Mayor Ned Witting: Trust your instincts. Mayor Shanna Styron Sherell: Twinkies will catch up with you. Mayor Tracie Markley: You can't change your past, but you have everything you need to rewrite your future. Mayor Dick Muri: You're the oldest; you need to lead by example. Executive Bruce Dammeier: Wait till your father gets home. Give back to your community. Councilmember Kevin Ballard: Not tomorrow, do it today.</p>	<p>Ice breaker</p>
<p>Agenda Review</p>	<p>Additions or changes to agenda: Executive Dammeier suggested moving item V. earlier to officially welcome the new DuPont Executive Board member Council Member Kevin Ballard. Mayor Backus moved and Mayor George seconded adopting the consent agenda.</p>	<p>Agenda adopted</p>
<p>Resolution 2022-03</p>	<p>Resolution 2022-03 expands SSHA³P to include the City of DuPont. DuPont has accepted the intergovernmental agreement. Jason welcomed Councilmember Kevin Ballard of DuPont to the group. Councilmember Ballard indicated that DuPont embraces a spirit of collaboration and is happy to have a seat at the table to contribute to affordable housing. They have a Council that's dedicated to being an active voice on this journey together, and he's very enthusiastic to join the effort. Mayor Woodards also welcomed him to the group. Executive Dammeier appreciates Councilmember Ballard's leadership and is excited to have them here. He also hasn't given up on Orting yet! Executive Dammeier moved, and Mayor George seconded approving the Resolution. Executive Board voted and approved Resolution No. 2022-03.</p>	<p>Welcome, DuPont!</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>2022 Work Plan Update</p>	<p>SSHA³P Manager Gauthier’s intention is to present the workplan to receive the Executive Board’s feedback and their desired next steps.</p> <p>The work plan began in December 2021 with Consultant John Howell working with work plan group members Deputy Mayor Witting, Councilmember Keith, Councilmember Mello, Councilmember Farmer, and Mayor Whalen.</p> <p>Deputy Mayor Witting reviewed background – the first thing that came to mind was being mindful of the contrast between the need and the resources. Limited resources must be deployed very judiciously to yield results. They combined resources of member governments and came up with some guiding principles:</p> <ul style="list-style-type: none"> • Actions that benefit the diverse needs of member governments; • Creation of opportunities for early, collaborative success; • Leverage momentum from other efforts or new resources; • Reflect SSHA3P’s most important reasons for existence; • Create tangible results for member governments; • Acknowledge and amplify value of other existing resources and entities; and • Frame priorities to get critical work started. 	<p>Presenta tion</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>2022 Work Plan Update, continued</p>	<p>SSHA³P Manager Gauthier explained that the principles were used to develop five Strategic Priorities:</p> <ol style="list-style-type: none"> 1) Develop and support policies and programs that prioritize and incentivize residential production; 2) Refine understanding of affordable housing solutions and promising practices; 3) Assist member governments in achieving affordable and attainable production and preservation goals; 4) Ensure our community’s affordable, attainable, and accessible housing needs are represented; and 5) Complete the organizational aspects of the SSHA³P intergovernmental operation. <p>The Board identified strategies within each priority to achieve the priorities and further identified some action items in blue. Several of these strategies become ongoing elements of SSHA³P’s work.</p> <p>SSHA³P Manager Gauthier focused specifically on four strategies:</p> <p><i>1A – Identify one to three policy and program areas that have significant impact and/or potential for impact, and develop a toolkit for tracking and dissemination.</i> Inside this priority we’re asking ourselves what the best programs and policies are in use by member governments that have led to significant impact on the creation and preservation of affordable, attainable, and accessible housing, and what programs and policies that member governments would like to be able to access but which would require legislative action. SSHA³P will ask these questions and create a toolkit to provide those answers to SSHA³P member governments for their consideration.</p> <p><i>1B – Explore potential collaborative project funding to increase affordable housing development (ongoing).</i> SSHA³P can and should play a central role as a connector and evaluate potential collaboration among member governments on affordable housing projects.</p> <p><i>2A - Identify, package, and share essential data on the existing and projected housing need and housing production.</i> As a data-driven collaboration, SSHA³P will work with member governments to help identify their housing need by housing income category to understand at what price points housing inventory is lacking and identifying housing productions outputs inside each member government boundaries to better understand what’s getting built where, and why.</p> <p><i>3B - Design mechanisms to identify member governments’ policy and/or program assistance needs and prioritize the fulfillment of those needs.</i></p>	<p>Jason will send the presentation to the full Board.</p>

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<p>2022 Work Plan Update, continued</p>	<p>In core ways, SSHA3P as a member organization will provide tangible value to each member government, whether serving as a clearinghouse for program or policy ideas, providing regular updates and grant opportunities or sharing information. SSHA3P will work to form and support the work of member governments and advocate for our mutual needs, to build the infrastructure to support our work (Strategic Priority 5).</p> <p>2022 Work Plan Considerations</p> <ol style="list-style-type: none"> 1) Limited staffing resources (1 person thus far); 2) Member government review of 2022 Work Plan; 3) Potential for opportunities to arise and require attention and action; and 4) Development and adoption of 2023 Work Plan. <p>Though the IGA does not require member government action for work plan implementation, trust and understanding is a critical component of the SSHA3P’s work. If member governments would like a presentation on the work plan before Executive Board action, we should try to schedule those mid- to late June.</p> <p>Timeline for implementation: the annual work plan will require adoption by the Executive Board. Using feedback from today, SSHA3P Manager Gauthier hopes to finalize the strategic priorities and strategies to be used to create a timeline and deliverables for the Board to review at the June meeting.</p> <p>Jason thanked the Executive Board, and the Cedar River Group for all their work thus far. He invited comment and input.</p> <p>Councilmember Mello commended Jason on the clarifying presentation, and thanked John for his help directing the work group. Mayor George sees Fircrest in the plan; this seems like the right path to get there. He will ask his Council if they’d like a presentation; he requested the presentation to share.</p> <p>Councilmember McCluskey dittoed Mayor George’s comments. She would also like to share the presentation with her Council to get their feedback and comments. She sees that their concerns have been addressed in the priorities. She suggested considering including that this group will not be a funding mechanism.</p> <p>Mayor Woodards asked what the goal is to have this approved – June or July? Jason said that we’ll come back in June with a work plan and deliverables. For today, he’d like feedback on whether we’re on the right path. For example, the timeline could be to implement the timeline in July if the Board accepts that.</p>	<p>Presenta tion</p> <p>Dis- cussion</p>

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<p>2022 Work Plan Update, continued</p>	<p>Mayor Woodards feels that it's most important to get the plan out to member governments to share with their Councils prior to accepting. She asked Jason if he feels comfortable taking this presentation to Councils, or would he prefer to flesh out deliverables first? Jason said that's up to the Board; he plans to have a work plan timeline at the June meeting.</p> <p>Mayor Backus would love to have the presentation for the Auburn City Council.</p> <p>Mayor Markley asked if it was a requirement to bring the presentation to their Councils? Jason said that's up to her preference; a June timeline would allow them to include the workplan timelines and draft deliverables.</p> <p>Councilmember Bryan said that the presentation was very well put together. Her Council has several new members so the presentation will be very helpful.</p> <p>Mayor Woodards added that Tacoma would like to have the presentation as well. She feels that presentations to Councils could potentially alter deliverables. Executive Dammeier appreciates the work of those who developed the plan; it brings tasks into focus at every level. Getting SSHA3P info out to all the Councils will positively reinforce cities and the whole region. He'd like them to start thinking about contributions other than financial, such as land and advocacy.</p> <p>Mayor Whalen expressed his thanks and appreciation for the work that went into the plan. He'd like to have a presentation to his Council as well. He encouraged all to work collaboratively to celebrate successes!</p>	<p>Dis-cussion</p>
<p>Q1 Budget Performance Update</p>	<p>Jason noted that this is the "sticks and bricks" of building a new organization. The IGA adopted a full year budget for SSHA3P, totaling \$293,090.</p> <p>As of 3/31/22 Revenue: 295,000 Expenditures: 29,377 actual out of 293,090 total</p> <p>The Cedar River Group contract will be extended through June. Jason's working on hiring a half FTE; until then there will be some staff time billing from Pierce County.</p> <p>The IGA requires an annual budget report to Councils, and quarterly reviews, of which this is the first.</p>	<p>Prsentati on</p>
<p>Public Comment</p>	<p>Mayor Woodard opened for public comment.</p>	<p>None</p>

TOPIC/WHO	DISCUSSION	ACTION
Manager Comments	Jason thanked those who requested presentations; he looks forward to spending time with each of them and seeing their communities.	Dis-cussion
Member Comments	<p>Mayor Woodards recognized the partnership between the City of Tacoma and Pierce County on the land near the new South Sound 911 building. The property has been transferred to Tacoma, with the goal of providing public benefit. They plan a mixed-use project there including affordable housing.</p> <p>Mayor Backus shared that Congresswoman Strickland stated that 70% of military personnel work off base; she would like a 100% subsidy for off-base housing and would like to focus on home ownership. This would free up affordable housing stock. Mayor Backus would like SSHA3P to stay on top of this.</p> <p>Mayor Markley said that she had a great time showing Jason around their city! She appreciated that he encouraged her not to apologize for starting small (10 units) but to celebrate each effort. It's important to celebrate what you start, even if only a few units at a time.</p> <p>Taylor Jones, of the City of Fife provided an update on behalf of Mayor Roscoe – on April 26, the City passed Ordinance 2076, allowing conversions of motels to micro units; this will facilitate potential for new multifamily projects.</p> <p>Councilmember Mello thanked everyone who toured the Kos micro units on 9th & MLK. They got a chance to see firsthand how smaller units can be livable, accessible to transit and more affordable. Pierce County has a big RFP of \$17M open for low and very low income housing developments. They also have an RFP for a consultant on how to set up a community land trust for permanent affordable housing.</p> <p>Jason reported that the Affordable Housing Consortium is holding its annual fundraiser and award ceremony on Thursday, May 12, from 5:00 to 8:00 p.m. SSHA³P will be recognized. Executive Dammeier and Mayor Woodards have been invited to speak.</p> <p>At the June meeting, Kathleen Hosfeld from the Homestead Community Land Trust will provide a presentation.</p>	

TOPIC/WHO	DISCUSSION	ACTION
<p>Member Comments, continued</p>	<p>Councilmember Farmer encouraged all to read their <i>City Vision</i> magazine featuring Mayor Woodards. The magazine is packed with info about housing projects.</p> <p>Mayor Whalen is collaborating with LASA to increase units in the City of Lakewood. They're also still partnering with Habitat for Humanity to increase opportunity for homeownership in Tillicum. The Lakewood Station district project has come to fruition, acquiring parcels to create 200 units of market rate housing and perhaps some affordable as well.</p> <p>Executive Dammeier noted that part of our responsibility here is to conquer past perceptions. Affordable housing has an inaccurate negative perception in some people's minds. This is about stepping up in better and more collaborative ways. There are lots of positive things going on in the community! Still, there's work to do.</p> <p>Mayor Woodards dittoed what Executive Dammeier said. It's important to know what's going on in neighboring cities; it makes us a stronger region. Anything else for the good of the order?</p>	<p>Dis-cussion</p>
<p>Good of the Order</p>	<p>Mayor Woodards asked if there was anything else for the good of the order? Anything you'd like to hear more about in the future?</p> <p>Mayor George moved to adjourn; Mayor Backus seconded.</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