



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

November 1, 2024

8:33 – 9:41 a.m.

Executive Board: Mayor Nancy Backus, City of Auburn – excused
Vice-Chair, Councilmember Kevin Ballard, City of DuPont – present
Deputy Mayor Mike Winkler, City of DuPont (alternate) – present
Mayor Dave Olson, City of Edgewood – present
Councilmember Christi Keith, City of Edgewood (alternate) – excused
Chair, Mayor Kim Roscoe, City of Fife – present
Councilmember Lew Wolfrom, City of Fife (alternate) – excused
Councilmember Hunter George, City of Fircrest – present
Councilmember Brett Wittner, City of Fircrest (alternate) – excused
Mayor Tracie Markley, City of Gig Harbor – excused
Councilmember Paul Bocchi, City of Lakewood – present
Councilmember Mike Brandstetter, (alternate) City of Lakewood – excused
Mayor Shanna Styron Sherrell, City of Milton – present
Executive Bruce Dammeier, Pierce County – excused
Human Services Director Heather Moss, Pierce County (alternate) - present
Councilmember Ryan Mello, Pierce County – present
Councilmember Robyn Denson, Pierce County (alternate) - present
Councilmember Ned Witting, City of Puyallup – present
Mayor Dick Muri, Town of Steilacoom – present
Councilmember Nancy Henderson, Town of Steilacoom, (alternate) – excused
Mayor Kathy Hayden, City of Sumner – present
Mayor Victoria Woodards, City of Tacoma – present
Councilmember Kiara Daniels, City of Tacoma (alternate) – excused
Councilmember Stan Flemming, City of University Place – excused
Councilmember Denise McCluskey, City of University Place (alternate) - excused

Staff: Jason Gauthier, SSHA³P Manager
Mary Connolly, Program Specialist 2
Becki Foutz, Admin Assistant

Guests: Champagne Lewis, Dorsol Plants, Erika Rhett Hunt, Ishmeet Singh, Katie Baker, Kenneth George, Patricia Roundy, Ryan Windish, Taylor Jones, Ted Richardson

MINUTES

TOPIC/ WHO	DISCUSSION	ACTION
Call to Order	Mayor Roscoe called the meeting to order at 8:33 a.m. SSHA ³ P Manager Gauthier called roll, per above; a quorum was present.	Wel-come!
Consent Agenda	CM George moved to approve the consent agenda. Mayor Woodards seconded the motion. Vote was taken; the motion passed unanimously.	Consent agenda ap-proved.

TOPIC/WHO	DISCUSSION	ACTION
<p>Public Comment</p>	<p>Mayor Roscoe opened the floor for public comment. None. No written comments were received.</p>	
<p>Draft 2025 Advisory Board Work Plan Mary</p>	<p>Mary presented the draft 2025 Advisory Board Work Plan. The Board will review and provide feedback on SSHA³P's Work Plan, budget, legislative agendas, and other housing-related efforts as requested. They will focus on homeownership opportunities, preserving affordable housing, anti-displacement policies, and affordable housing production. The Advisory Board researched universal design principles and Fife and Fircrest will be including universal design language in their comprehensive plans. Board research on universal design will carry over into 2025.</p> <p>The Advisory Board will also research policies that increase homeownership opportunities by allowing and facilitating the sale of middle housing and accessory dwelling units. HB 1110 (re: middle housing) and HB 1337 (re: accessory dwelling units) allow more units to be built through unit lot subdivision and condominiumization. There's not much guidance on how to implement these policies, so SSHA³P and the Advisory Board can recommend/outline best practices to create more attainable homeownership opportunities. Unit lot subdivision is on the Master Builders' Association of Pierce County Plan and the Black Home Initiatives list of seven strategies for local elected officials to create more affordable homeownership housing. Mary presented the draft work plan for input and feedback.</p> <p>In 2026, the Board will also begin research on incentivizing and supporting the construction of income-restricted affordable housing by affordable and market rate developers. Creating recommendations to support this work will take multiple years of research and analysis. Education via presentations by subject matter experts and case studies on successful programs implemented elsewhere are anticipated.</p> <p>The Board will build upon their education, learning about relevant and foundational topics related to housing and land use policy through presentations by qualified speakers. They'll elect a Chair and up to two Vice Chairs in January.</p> <p>Input from the Executive Board will be used to revise the plan, to be voted upon by the Advisory Board at their November 19 meeting, and returned to the Executive Board in December for final approval.</p>	<p>No edits were proposed during the meeting; Mayor Roscoe asked the group to email any requested changes to Mary.</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>Affordable Housing Development on Property owned by Religious Organizations Jason</p>	<p>Jason presented an update to the September 2023 presentation on affordable housing development on religious organization-owned properties. RCW 36.70A.545 provides an increased density bonus for these units. There are current and future projects at the following churches in Pierce County:</p> <p><u>Shiloh Baptist</u> (New Life Housing) – nearly completed! 60 units for those in recovery for substance abuse, formerly homeless, leaving the criminal justice system, living with disabilities, or veterans, earning no more than 30 or 50% AMI. (anticipated cost \$35M)</p> <p><u>Greater Christ Temple</u> (Bishop Montgomery House) – 55 units for households earning no more than 50% of AMI. (anticipated cost \$33M)</p> <p><u>Bethlehem Baptist</u> (House of Bethlehem) 42 units serving households earning up to 60% AMI. This project will be comprised of two residential buildings with one- and two-story townhouse style apartments, an additional building with offices for the property manager, MH therapist/case managers, a meeting room, and space for janitorial/maintenance staff. Bethlehem Baptist participated in a four-month faith-based initiative cohort training and awarded multiple grants to help with pre-development expenses. They have also applied for the Washington Housing Trust Fund. (anticipated cost \$16M)</p> <p><u>First Christian Church</u> (FCC Housing) 42 units of new construction serving homeless families and individuals earning less than 50% AMI. This project will be three-story, 42-unit multifamily construction, including a large community room, a community warming kitchen, and case management offices. The location is 6th & Orchard in Tacoma, where currently a tiny home village is operated by LIHI. FCC will provide a 99-year ground lease to LIHI to develop and manage the housing. (anticipated cost \$23M)</p> <p><u>Mason United Methodist</u> (Mason UMC Housing) – 100-150 units, serving households earning between 30-80% AMI, located in the Proctor District.</p> <p>SSHA³P partners with Enterprise Faith-Based Development Initiative, the Pierce County CDC, and Design for Peace to support these projects. Tools offered include grants, capital, access to community partners, training, and technical assistance, and practical tools to engage the churches and their communities in the discernment and design process around space that may be underutilized in congregation assets. SSHA³P capital funds are available for these types of projects.</p> <p>Jason posed questions: how did you get to where you are today; how did the congregation respond; how did they decide what's important; and, how can jurisdictions best partner in these efforts?</p>	<p>Informational</p>

TOPIC/WHO	DISCUSSION	ACTION
<p>AH Developments on Religious-Owned Properties continued</p>	<p>Patricia Roundy, Co-Chair of the Mason Development Project, from Mason United Methodist Church, brought greetings from Reverend Susan Boegli, who is currently on medical leave. Pastor Susan arrived to find a small congregation meeting in a giant, nearly 70-year-old building that needed maintenance and was quite expensive to heat. The congregation pondered what they were being called to do with their property. They opted to create an affordable housing community, and construct a smaller, more efficient worship space. In January 2023 they convened a steering committee.</p> <p>Their property makes up a full city block in the Proctor District. (Hunter said it's probably worth about \$10M!) They participated in the extensive faith development initiative course. Michael Mirra helped them to develop an RFP. Mason is partnering with Mercy Housing NW. Mercy Housing Inc is the largest affordable housing developer in the United States. Enterprise Community Partners awarded them a \$25,000 grant early on, which they used for an architect to help plan.</p> <p>Pat noted that many churches are land rich and cash poor. Cities need to continue to ensure that zoning in areas where churches are located are flexible enough to allow them to develop affordable housing. A contact from the city who is separated from, but connected with, a wide variety of departments is invaluable. Despite church members not having prior development experience, they are committed, with strong work ethics and vision.</p> <p>Hunter noted that this is a journey, a difficult thing for churches to consider. He knows this congregation, facility, and neighborhood well, and is excited about what we'll learn through Mason's journey. Hunter added that there are churches in Fircrest who in the same position, land rich and cash poor. He's proud that Mason is being thoughtful and proactive and not just selling to the highest bidder who would create more market-rate units or commercial space.</p> <p>Pat thinks they would like to pursue a 99-year land lease, working with Mercy to provide property management and resident services.</p> <p>Jason said if members are hearing about intentions from members of their religious faith, know that SSHA³P is ready to support them. SSHA³P is currently working, with Design for Peace, with three other church properties across the county who are in their discernment phase one. An RFP has been prepared for them to find pre-development partners, for example.</p>	<p>Thank you, Pat!</p>

TOPIC/WHO	DISCUSSION	ACTION
SSHA ³ P Manager Report continued	<p>2025 Chair & Vice Chair Election – Jason reminded the Board that election for Chair and Vice Chair will take place at the 12/6 meeting. Mayor Roscoe has advised Jason that she will not seek a second term as Chair. I</p> <p>2025 Operating Budget – Jason will be sending an email later today about the 2025 operating budget. The recommended operating budget was adopted back in June. Don't forget to include membership fees in your budgets!</p> <p>Affordable Housing Advisory Board Legislative Committee – when SSHA³P was in its first year, there was discussion about ensuring SSHA³P representation on state and regional boards. This month Jason was appointed to the State's Affordable Housing Advisory Board and yesterday he agreed to serve as the two-year Chair! This will help advance SSHA³P's agenda through the Department of Commerce.</p> <p>CLHP Update – Mary reminded the group that the CLHP grant we received supports nine SSHA³P member governments in implementing HB 1998 regarding co-living housing. There are two more deliverables in June that include a model ordinance to implement the Bill, and guidance on implementation for each participating jurisdiction. A contract with Makers has been fully executed and a kickoff meeting with them will take place on 11/14.</p> <p>Advisory Board Update – member recruitment continues; applications are due 11/3. Mary's working on a survey on accessible housing to support the Board's work on Universal Design. She's distributed it to senior centers, organizations supporting people with disabilities, community organizations, and affordable housing providers, and receiving a lot of responses. Responses are due 12/6.</p> <p>Property Tax Exemption Seminar – one more will be held this year, 11/14 in Edgewood. Thank you, Mayor Olson, for requesting it!</p>	<p>If anyone is interested in serving as Chair or Vice Chair, please reach out to Mayor Roscoe and/or Jason.</p> <p>Con-grats, Jason!</p> <p>If you'd like a property tax exemption seminar to be held in your jurisdiction, please let Mary know.</p>
Executive Board Member Updates and Comments	Mayor Roscoe invited the group to Movie in the Pool in Fife at 6:00 tonight! They will be swimming and enjoying Coco.	
Adjournment	There being no further business, Mayor Woodards moved to adjourn. CM George seconded the motion. Vote was taken; the motion passed unanimously. The meeting adjourned at 9:41 a.m.	Meeting adjourned.

The next SSHA³P Executive Board meeting is scheduled for Friday, December 6, at 8:30 a.m. via Zoom. Respectfully submitted,
Becki Foutz, Administrative Assistant