



## City of Falls Church - Housing Commission

### MINUTES

**PURPOSE OF MEETING:** *The five-member Commission is appointed by the City Council for three-year terms. The Housing Commission maintains awareness of housing needs and opportunities, including affordable housing; proposes housing policy initiatives and changes; investigates fair housing complaints and conciliates these complaints; mediates conflicts relating to the Virginia Residential Landlord & Tenant Act and offers reconciliatory services in conflicts relating to other housing laws.*

**DATE OF MEETING:** July 11, 2023

**PLACE OF MEETING:** In Person (City Hall Dogwood Room) w/ Virtual Option

**MEETING CALLED TO ORDER BY:** Meredith Anderson at 6:31 p.m.

**THOSE PRESENT:**

<p><b>Commission Members</b> Meredith Anderson – Chair Jordan Hicks – Vice Chair Justine Underhill <b>City Council Liaison</b> Letty Hardi <b>Staff</b> Kayleen Mark Brenden Woodley</p>	<p><b>Guests</b> Phil Duncan, Council Member (Virtual) Caroline Lian, Council Member Pam Lee, NHPF (Virtual) Peter Gasca Mikayla Edmunds, Student Rep Andy Young, City Employee</p>
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1. Call to Order – Chair Meredith Anderson
  - a. Call to order at 6:32 by Chair Meredith Anderson
2. Roll Call – Chair Meredith Anderson
3. Approval of Minutes – Chair Meredith Anderson
  - a. Reviewed minutes
  - b. Justine Underhill moved to approve
  - c. Jordan Hicks seconded
  - d. Motion passed
4. Public Comments – Chair Meredith Anderson

- a. Peter Gasca – Wanted to introduce himself and note his interest in joining the Housing Commission
    - i. He is a renter
5. Introduction of Student Rep – Chair Meredith Anderson
  - a. Mikayla Edmunds introduced herself
6. Environmental Sustainability Community Action Plan – Staff Andrew Young
  - a. Mentioned there are 2 basic energy plans: Gov Operations Plan & Community Plan
  - b. There will be a Virtual Townhall in 2 weeks
  - c. Andy wants to include home energy assessments as a way of encouraging greater action on environmental sustainability
  - d. Mentioned transportation as a key topic and wanted feedback
    - i. Justine Underhill wants to reduce car usage and to collect data on how many people use metro or would benefit the shuttle
    - ii. Jordan Hicks also likes the idea of a shuttle but would depend on specifics
    - iii. Letty Hardi mentioned that mixed use developments run their own shuttles, could this be combined
    - iv. Andy Young mentioned scooters, golf carts
  - e. Housing or resident programs
    - i. Meredith Anderson and Justine Underhill expressed concerns about incentivizing property owners
7. City Committed Affordable Units – Staff Kayleen Mark
  - a. No update, next meeting will have a discussion on this topic
8. CDBG and HOME Fund Recommendation – Staff Brenden Woodley
  - a. HHS is requesting approval for the uses of funds for the HOME and CDBG programs.
  - b. Last year we used FY22 CDBG and HOME funds for FCHC at Winter Hill and Homestretch
  - c. HHS proposes keeping homestretch for HOME and add Wesley on in place for CDBG
  - d. The Housing Commission needs to vote on the following:
    - i. The City will be awarded \$42,700 in CDBG funds: As a part of the Amazon Year3-5 Grant agreement with Va Housing and pursuant to the MOU between the City and Wesley Housing city will deploy the grant funds to Wesley Housing who will use the grant funds to provide capital improvements to 310 S Maple Ave that will include, but not be limited to, safety and energy efficiency upgrades, replacement of outdated fixtures, and operating expenses directly impacting resident experience.
    - ii. The City will be awarded \$31,000 in HOME funds: This will be the same use of HOME funds and amounts as the FY22 submission. The funds will be used for rental assistance approximately 5 families verging on or experiencing homelessness. This rental program will provide more affordable living opportunities for unhoused families in the City.
  - e. This is a vote on the approval of the use of these funds. In the event funds are decreased then this deduction will be distributed equally among all proposals.

- f. For FY24(July 2023 - June 2024) HHS anticipates devoting both CDBG and HOME funds to the Va Village project
- g. Meredith Anderson called for VOTE,
  - i. All approve, motion passes
- 9. Affordable Homeownership Program Update – Staff Brenden Woodley
  - a. Primary Updates
    - i. HHS finished updating the AHP Policy
    - ii. NHPF Made offers to two buyers
    - iii. NHPF is anticipating 1134 Wash and 120 Annandale to be ready of occupancy by end of Month
    - iv. HHS was awarded FY24 SPARC funds,
      - 1. Over \$6MM to reduce interest rates of eligible program applicants.
    - v. HHS released NHPF to begin making offers to eligible buyers
    - vi. NHPF is working with several applicants who may be eligible
    - vii. Website will be updated based on Policy
    - viii. Preparing materials for additional marketing
  - b. Meredith Anderson - Is there anything to filter people?
    - i. Brenden Woodley - We want to be inclusive in the process in case of edge cases up revisions to the policy
  - c. Caroline Lian - Has there been any movement on the list
    - i. There have been additions to list and more interest is being generated
- 10. VA Village Update – Staff Brenden Woodley
  - a. Wesley received significantly better(lower cost and better scoped) GC quotes
  - b. Finalized scope after meeting with Va Housing
  - c. Wesley is currently value engineering(fine tuning costs) quotes
  - d. We anticipate having a firm path forward in the next two weeks that includes definite sources and uses of funds and timeline for construction and stabilization
  - e. We are looking at a mid-to late September closing for Wesley
  - f. HHS is amending the License Agreement to match the anticipated closing date, to be signed this week
  - g. HHS is working with Wesley on CDBG application for FY23 then FY24
- 11. Housing Update – Staff Kayleen Mark
  - a. HHS is identifying units for the CCAU program,
    - i. On approval, Housing Commission will call AHF Committee
  - b. HHS prepared a letter for emergency rental assistance for the fields
- 12. Housing Goals Update – Chair Meredith Anderson
  - a. Meredith Anderson wanted an update on the Demographics Study
    - i. Brenden Woodley noted that the Demographics study would have a draft by the fall
- 13. Other – Chair Meredith Anderson
  - a. Brenden Woodley reminded that the Aug Meeting is Cancelled, next meeting will be in Sept
- 14. Adjourn – Chair Meredith Anderson
  - a. MA motioned to adjourn, Jordan Seconded 8:15PM

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