



**Longmont Housing and Human Services Advisory Board  
Minutes of March 12, 2020 Meeting**

- Members Present: Jake Marsing, Madelyn Woodley, Graham Steers, Polly Christensen (Council Liaison), Brian Coppom, Kaitlin Abbitt, Karen Phillips
- Members Absent: Ann Baldwin, Deanna Blair, Shiquita Yarbrough
- Staff Present: Karen Roney, Kathy Fedler, Eliberto Mendoza, Nicole Blair
- Guests Present: None
- Agenda Item 1: **Call to Order:** LHHSAB Chair Brian Coppom called the meeting to order at 7:01 pm
- Agenda Item 2: **Public invited to be heard:** No public present.
- Agenda Item 3: **Approve minutes from the February 13, 2020 meeting:** Kaitlin Abbitt called for a motion to approve the minutes; Graham Steers seconded the motion. Passed unanimously.
- Agenda Item 4: **Redesignate permanent posting location for the 2020 HHSAB agendas now that Civic Center construction is complete:** Jake Marsing motioned to redesignate the official posting place to the West entrance of the Longmont Civic Center and Graham Steers seconded the motion. The advisory board requested that a notice be put on the North entrance advising that the agendas are posted on the West entrance. Passed unanimously.
- Agenda Item 5: **Review 2019 CDBG Performance Report.** Kathy Fedler reviewed the report with the advisory board members for information purposes only. The Housing Rehab Program runs 4 programs, general rehab, architectural, mobile home repair and emergency repairs. Each program was reviewed along with examples of the work that was completed. Questions were asked and discussion was had throughout the presentation. It was noted that it is a continued struggle with having sufficient contractors to work/bid jobs which results in jobs taking longer to complete. Discussion around possible alternative avenues to reach out to contractors such as advertising, etc. was held. Kathy Fedler reported that

advertising has been done in the past and did not produce great results. It is believed that the main issue is that a contractor on this type of job has numerous requirements to meet and a lot of contractors don't want to take on these additional requirements for minimal pay.

Agenda Items 6: ***Update on 2020 CDBG Action Plan:*** Kathy Fedler noted that the 2020 CDBG Action Plan is Council approved and there is only a slight change from when the advisory board last reviewed the plan which is the actual grant amount is \$610,926 for 2020, the previous number was an estimate.

Agenda Item 7: ***Review 2019 Inclusionary Housing Program Metrics:*** Kathy Fedler reviewed the 2019 Inclusionary Housing Program Metrics with the advisory board, this was the presentation that was made to Longmont City Council. Inclusionary Housing is a new program that was approved at the end of 2018 and started in 2019. Many of the developments currently under construction were approved prior to the Ordinance so the city is just now starting to see projects coming in under this Ordinance, which are approximately 20 projects. Discussion and review around data included home sales both new and existing, median home prices, income needed to afford sales prices and rents in Longmont, breakdown of home sales as it pertains to AMI. The advisory board felt that this presentation illustrated the size of the issue and helped with understanding.

Agenda Item 8: ***Discuss the role of the Technical Review Group (TRG):*** Kathy Fedler took the advisory board through the history of TRG. TRG was started in 2002 to supplement specific technical skills an expertise that are not required of Housing and Human Services Advisory Board members as part of the advisory board's application process. TRG was created to review applications and the group would be made up of community members and professionals with expertise to review and make informed recommendations. The Housing and Human Service Advisory Board (HHSAB) reviews the TRG recommendation(s) and then the HHSAB makes the recommendation(s) to Council. Over time the City of Longmont has been able to build this required capacity within its staff; it is time to evaluate the TRG process and determine if TRG is providing the expertise, involvement and feedback beyond what staff is able to provide. For 2020, TRG members will be appointed for a one year term to allow time for process review in 2020. As part of the process review it is important to note that staff capacity has increased with staff receiving more training. Staff is going to attend a City of Boulder TRG meeting to see how our process compares. Discussion and comments around improvements to TRG and also what members felt about the work of TRG included the following: important tool for review, variety of experts who provide valuable information on subject matter such as disabled

populations, financial. Have developers come in a second time and present to HHSAB a condensed version? Staff could do a lot of what TRG does but TRG is as an opportunity for community experts to provide input into needs. The TRG evaluates projects in a way that the HHSAB board cannot for a variety of reasons. The most important thing that comes out of these quarterly meetings are the conversations. Some ideas to help encourage more engagement from the TRG was to rotate members sooner, limit terms, communicate clearly and directly to the TRG group about performance expectations. Some other thoughts that were discussed were: make TRG its own advisory board, Determine gaps within staff that TRG could help provide, change the purpose and expectation of TRG. The advisory board stated that it would be hard to incorporate TRG's duties into HHSAB duties as HHSAB is at capacity. Possibly have HHSAB attend the next TRG meeting would be very beneficial. Kathy Felder will invite HHSAB to next TRG meeting which most likely be in May or June. The advisory board definitely wants to explore a clear purpose for TRG and doesn't want the HHSAB to serve as a rubber stamp on applications.

Agenda Item 9: ***Site Visit Updates:***

Longmont Meals on Wheels (Madelyn Woodley) – tabled until April meeting due to time.

Center for People with Disabilities (Deanna Blair) – continued to April agenda as Deanna Blair was absent.

Agenda Item 8: ***Other business:*** None

Agenda Item 9: ***Adjournment:*** There being no other business to conduct the meeting adjourned by consent at 9:19 pm.