



Administration and Human Services
Committee
Standing Committee Meeting Agenda
Monday, November 13, 2017
5:30 PM

Location:

Municipal Office Building
701 N 7th Street
Kansas City, Kansas 66101
5th Floor Conference Room (Suite 515)

Name

Absent

Commissioner Angela Markley, Chair

☐

Commissioner Melissa Bynum

☐

Commissioner Mike Kane

☐

Commissioner Harold Johnson

☐

Commissioner Jane Philbrook

☐

- I. Call to Order/Roll Call**
- II. Revisions to November 13, 2017 Agenda**
- III. Approval of standing committee minutes from September 25, 2017.**
- IV. Measurable Goals**
- V. Committee Agenda**

Item No. 1 - UPDATE: ZONING ENFORCEMENT OFFICER

Synopsis: Update on the Zoning Enforcement Officer's accomplishments, submitted by Rob Richardson, Director of Planning.

For information only.

Tracking #: 171390

- VI. Public Agenda**
- VII. Adjourn**

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, September 25, 2017**

The meeting of the Administration and Human Services Standing Committee was held on Monday, September 25, 2017, at 5:45 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Philbrook, Johnson, Kane and Bynum. The following officials were also in attendance: Gordon Criswell, Joe Connor, Melissa Sieben, Assistant County Administrators; Angela Lawson, Deputy Chief Counsel; Wilba Miller, Director of Community Development; and Logan Masenthin, Intern in County Administrator's Office.

Chairman Markley called the meeting to order. Roll call was taken and all members were present as shown above.

Chairman Markley said we do have revisions to tonight's agenda. Item No. 2 has been added appointing Rachel Jefferson to the REACH Foundation CAC for a three-year term.

Chairman Markley we don't have approval of minutes from the July meeting. As you can tell though that was added as Item 2. We had only one item on the agenda prior to that.

Committee Agenda:

Item No. 1 – 171292... PRESENTATION: PARK DRIVE NEIGHBORHOOD REVITALIZATION STRATEGY AREA PLAN (SOAR)

Synopsis: Presentation of Park Drive Neighborhood Revitalization Strategy Area Plan, submitted by Wilba Miller, Director of Community Development.

Wilba Miller, Director of Community Development, said I'm going to turn this over to Melissa. She's going to present. I'm just going to jump in when needed.

Melissa Sieben, Assistant County Administrator, said I have with me also Logan Masenthin who is our Intern in the County Administrator's Office who has done a lot of the work and heavy lift on the writing of both the documents that was attached to the draft to the Standing Committee's report. We're going to go ahead and dive into this. We want you to understand sort of what we've been doing over the last couple of months on this project and we're going to start with a timeline.



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NRSA TIMELINE

- **January – March 2017** – KU Master's in Planning Students research and prepare a report on tipping point neighborhoods for NRSA project
- **April 24, 2017** – NRSA neighborhood data presented to Stand Committee, recommending Census Tract 422
- **June 14, July 12, and September 13, 2017**
 - Held public meeting with the residents and broader community to discuss the NRSA concept and to learn from them about their needs
- **June 14, July 12 and September 13, 2017**
 - Held Stakeholder meetings to discuss the NRSA concept and neighborhood feedback



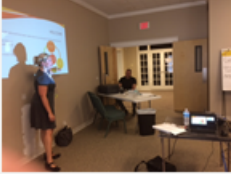
Back in March, from January to March, we had our KU Master's in Planning students looking at our entire community trying to determine what areas if we put a little bit more energy into could really have a major effect on the neighborhood. They conducted that work and completed it at the end of March so we were here before you, this particular standing committee, on April 24 discussing the results of that work. Out of that work came the recommendation for staff to proceed work within the boundaries in the proximity of Census Tract 422 known now as the Park Drive neighborhood.

After that approval by yourselves to move forward with some attentive community engagement we met on June 14, July 12, and September 13 with our residents in the area as well as the same dates, different times in September as you are aware with our stakeholders to discuss the neighborhood feedback and concept.

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NRSA TIMELINE, CONT.

- Today
 - Presentation of Neighborhood and Stakeholder Plan
- October 26, 2017
 - Full Commission after resident 30 day required review period.
- October 27, 2017
 - Submit to HUD upon Commission approval
- HUD reviews and accepts or returns for refinement
- Public Hearing once approved by HUD to amend the 5 year Consolidate Plan



That brings us to today. We are back to report on what we have learned and where we're going from here should you move this forward to the full commission which originally this was as a presentation only, but it actually should have been with recommendation for full commission approval. I hope you can take that action at the end of the presentation.

The next step after that would be the 26th of October because we are in the middle of a 30-day comment period on the draft document.

Then after that we will submit it to HUD. HUD will have the ability to make comments and return those to us to tweak the product that we sent to them or simply accept it. We don't know what will happen, but we're looking forward to that engagement and after we do receive the final go ahead from HUD we will be coming back to amend 5-Year Plan that Wilba presents to you typically in August with a budget.

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WHAT IS A NRSA?

- Is a comprehensive place based initiative, unlike CDBG or HOME
 - Works with through intense collaboration in a neighborhood to bring **transformation**
 - Makes the neighborhoods attractive for investment
 - Ensures that the benefits of economic activity remain in neighborhoods for long-term development
 - Supports the use of Community Development Corporations and Community Development financial institutions to bridge gaps between local government agencies, the business community, community groups and residents
 - Foster the growth of resident-based initiatives to identify and address their housing, economic and human service needs.
- **This is not a grant – it is a Strategy!!**

This is a comprehensive place based initiative unlike some of the other programs that Wilba's group administers and in doing so this work we've really tried to look for what's going to make the neighborhood more attractive for future investment, what kind of economic activities that we could do to help develop the neighborhood for the long term and what other institutions or groups that we could possibly collaborate with to help work on those tipping point characteristics that we've identified with the KU students.

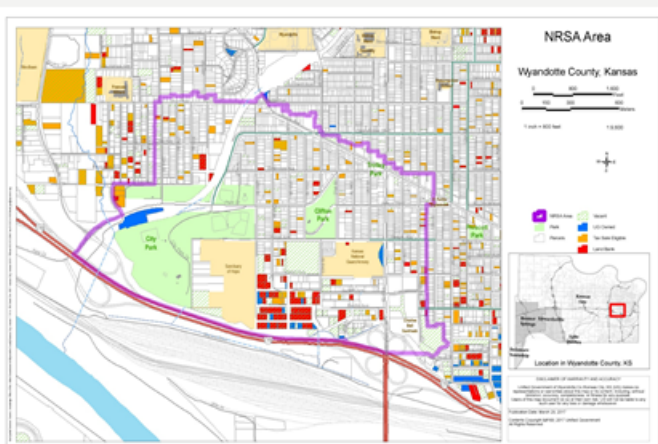
Again, not a grant, it is a strategy. We keep people saying where's the money, there isn't any.

NRSA ASSESSMENT FOR SOAR IN 2017

- KU Master's in Planning Students looked at a wide variety of socio-economic and census data (21 factors)
- Goal was to identify "tipping point" neighborhoods
 - Not the worst tracts
 - Not tracts without issues
 - Those that take smaller amounts of resources to make a positive and sustainable impact – **OPPORTUNITY!**

Again, what a tipping point neighborhood is, it's not one of our worst areas in town, it is not one without issues, and it is one that takes that smaller lift to have some amazing opportunities for the community.

PARK DRIVE NEIGHBORHOOD



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Again, the neighborhood map which is slightly more than the census track itself. We head east of 18th St. to pick up the Sunfresh area, that Prescott Plaza, and that undeveloped portion to the back of it which was originally slated to have something happen on it so that's there. It kind of trucks right up the middle between 14th and 15th St. just to kind of give us a transition street there. Then along the north side of Central you cross over to about 34th and back down over City Park around I-70.

With this I'm going to turn it over to Logan since she has had all the fun trying to figure out what we were all talking about and I am going to let her present.



Logan Masenthin, Intern in County Administrator’s Office, said after receiving all the feedback from the community and stakeholders we put together various opportunities for the area. These are some of the housing opportunities. The first one is utilizing the aggregation of housing units incentives. This is available through the NRSA. There are various ways we can do that. We haven’t not quite figured all that out yet, but that is one of those opportunities.

The next is accessing the 51 tax bill eligible properties within the NRSA that have structures on them to determine whether or not they are eligible for the rehab program.

Then increasing property maintenance index rankings.

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NRSA-OPPORTUNITIES

- Housing Opportunities, cont.
 - Decrease vacant properties by actively engaging stakeholders in construction, rehabilitation, and occupation.
 - Increase the number of building permits issued by providing education on the process and the importance of permits.
 - Increase owner-occupied properties.
 - Reduce delinquent tax rate by enforcing tax sales and providing education on the necessity of paying property tax.
 - Seek multi-family residential development partners.
 - Develop a housing subcommittee with stakeholders to tackle housing challenges.



More housing opportunities, we want to decrease vacant properties, increase the number of building permits issued, increase owner occupied properties, reduce the delinquent tax rate, seek multi-family residential development partners, develop a housing subcommittee with stakeholders.

NRSA-OPPORTUNITIES

- Improve infrastructure
 - Increase the percentage of complete sidewalks in the area & complete all ADA curb and ramp work.
 - Improve street pavement index rankings across the community.
 - Improve stormwater management and sewer operations.
 - Repair, replace, & expand street light network by encouraging residents to report street lighting issues to 311.
 - Improve parks, starting by improving their shelters.
 - Install more traffic control & traffic calming measures where appropriate.
 - Install more street signage. (All dead-end and one-way streets should have proper signage.)



We have quite a few of infrastructure opportunities. We want to increase the percentage of complete sidewalks in the area and all ADA curb and ramp work.

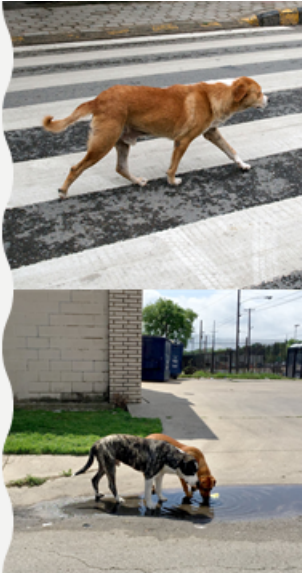
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Improve street pavement index rakings across the community. Improve stormwater management and sewer. Repair and replace and expand street light network. Even though that's actually under the BPU we would like to encourage residents to report street lighting issues to 311 so we can take part in that.

Improving parks, our first improvement with that will be the shelters, then installing more traffic control where appropriate including more street signage.

NRSA- OPPORTUNITIES

- Improve animal control
 - Partner with KCK Pet Coalition, Spay/Neuter KC, and the Humane Society to provide education on pet ownership, loose animals, and offer low-cost or free spay and neuter services.
 - Adjust policy to incentivize pet owners to keep their animals leashed or fenced, and to pick their animals up from Animal Services when they are found loose.



Another area of opportunity is animal control. We have identified being able to partner with the KCK Pet Coalition, Spay/Neuter KC, and the Humane Society to provide more education on pet ownership.

Also, we want to adjust policy to incentivize and advise pet owners to keep their animals leashed or fenced and to pick their animals up when they are found loose.

Commissioner Bynum asked can I stop you with a question now or would you prefer we get all the way through. **Ms. Masenthin** said now is fine. **Commissioner Bynum** asked bullet point two, what are you thinking, adjust policy to incentivize pet owners? **Ms. Sieben** said honestly this is something that we want to work on with these groups because they've indicated there's opportunity. **Commissioner Bynum** said there may be something.

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NRSA-OPPORTUNITIES

- Economic Opportunities
 - Seek ways to utilize the Aggregate Public Benefit Standard Exemption.
 - Increase engagement in the community by establishing partnerships with area stakeholders.
 - Promote/provide small business training.
 - Increase diversity of business types to provide a wide array of services to the area.
 - Engage the Wyandotte Economic Development Council (WYEDC) to further job opportunities in the area.
 - Publicize and utilize Money Smart KC






Ms. Masenthin said on to economic opportunities, there is quite a few here. We want to utilize another incentive through the NRSA so this is federal HUD speech here, but the Aggregate Public Benefit Standard Exemption.

We also want to increase engagement by establishing more partnerships with area stakeholders, promote and provide small business training. We want to utilize that small business liaison, increase diversity of business types to provide more services.

Engage WYEDC to further job opportunities in the area and we want to publicize and utilize Money Smart KC.

Commissioner Bynum said I thought of one that maybe could go on the list. That is when you're promoting and providing small business training to possibly help to publicize existing small business incentives that are available now and then also gone, across I feel this way countywide, but specifically for this area possibly working on other incentives that don't exist right now that would target directly to the small business owner. **Ms. Masenthin** said one of the opportunities to come is actually similar to that.



NRSA-OPPORTUNITIES

- Economic Opportunities, cont.
 - Develop/engage subcommittees with stakeholders to address challenges in the areas of:
 - Finance -Financial literacy and Tax education
 - Employment -Business coaching, English, Reading and writing skills
 - Education
 - Social services
 - Create a resource with a combined listing of all U.G. programs and resources available to residents, possibly incorporated with the 311 mobile app.
 - Fund small business loans to improve storefronts and signage through a CID or SMMID or other partnerships.
 - Continue the approval process of the 18th Street bus route in order to provide residents with more access to businesses, jobs, and educational facilities in the area.
 - Develop a corridor plan for the 18th Street corridor from Interstate 70 to Minnesota Avenue, including a node plan.

We want to develop and engage subcommittees with stakeholders in the areas of finance, employment, education and social services.

The second point is kind of what you were getting at I believe. Create a resource with a combined listing of all the programs and resources available to residents and then we want to try and incorporate it with 311 possibly to make it accessible.

We want to fund small business loans to improve storefronts and signage possibly through a CID, SSMID or other partnerships.

Continue the approval process of the 18th Street bus route to provide residents with more access and develop a corridor plan for the 18th Street corridor from I-70 to Minnesota including a node plan.

Ms. Sieben said we do have conversation started with our Economic Development division about what you're talking about, what does not exist and those conversations started with CABA at our last stakeholders meeting so this conversation will continue which is the whole purpose of doing this strategy.



NRSA-OPPORTUNITIES

- Education and Public Service Opportunities
 - Improve communication with residents.
 - Develop bi-lingual communications for residents – building permits, property violation notices, Citizens Newsletter, etc.
 - Provide renters' rights training and/or publications
 - Organize and/or assist in putting on community events, such as neighborhood cleanup days. Promote existing ESL classes in the area.
 - Work with Donnelly College and Kansas City Kansas Community College to attract NRSA residents to the GED programs offered there.
 - Enhance the attractiveness of the area by beautifying the community with art.

On to some education and public service opportunities, we want to generally improve our communication and one step with that is developing more bi-lingual communication particularly in Spanish and then other languages if possible as well.

We want to provide more renters' rights training and publication.

Organize or assist in putting on community events such as neighborhood cleanup days. We have some other ideas too.

Promoting the ESL classes working with Donnelly College and KCKCC to attract residents to the GED programs and find some way to incorporate art into the community.

Commissioner Johnson said before we get into the Performance Measures these are things that we are already kind of working on though, particularly as it relates to housing and infrastructure. These are things that are already being done, kind of working within our SOLAR program as it stands right now. Is that correct? **Ms. Sieben** stated the answer is yes and no. Globally, the idea is to get better at all these things, but we are actually using this neighborhood to get it worked out. **Commissioner Johnson** said kickstart it. **Ms. Sieben** said if we get it right here and it works here, we want to then port it out so it's not futile that it's only used in one spot, but actually the idea is it's transferrable. Everything we're doing is with the—this is giving us our ability to intensively interact in a smaller geographic area to learn some stuff that will apply to the masses which is pretty neat.

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Ms. Masenthin said so these are the measurable benchmarks that we've come up with kind of out of those opportunities. It will be a little repetitive but these are the things we can measure.

Ms. Sieben said this is for '18 only.

PERFORMANCE MEASUREMENTS

Infrastructure Improvements

- Improve streets, curbs and sidewalks, including ADA as required. The following streets have been identified as areas of need and the U.G. plans to address them as funding and utility coordination becomes available in the next five years: Ridge from 18th to 26th, Homer Ave. South off of Pacific, Ohio from 32nd to 30th, Ford from 32nd to 30th, 31st from Ohio to Ford, and 30th from Ohio to Ford.

— Year 1 — \$381,066 of CDBG dollars

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With infrastructure we want to improve streets, curbs, and sidewalks including ADA and listed here are a few various streets that Public Works has identified as possibilities to start with. Ridge from 18th to 26th, Homer south off of Pacific, Ohio from 32nd to 30th, and then we have already gotten you all approved in the budget to use our CDBG dollars, \$380,000 toward these street improvements.

PERFORMANCE MEASUREMENTS



Infrastructure Improvements, cont.

- Improve stormwater management in Park Drive by developing at least two of the green infrastructure projects
- Improve parks
 - Replace City Park small shelter by December 31, 2018.
 - Year 1 - \$25,000 of U.G. funding
 - Rehabilitate large shelter
 - U.G. funding
- Replace or install 35 damaged or missing street signs.
 - Year 1 - U.G. funding

Another one is stormwater management. We have been in touch with people about green infrastructure projects and we want to incorporate at least two of those. We want to improve the parks and the first step in that, like mentioned before, is replacing the City Park small shelter which we have \$25,000 identified in the budget for that.

We do also want to rehabilitate the large shelter at some point and then we have identified 35 damaged or missing street signs that we want to replace.

Ms. Sieben said the green infrastructure, I just want to emphasize that we are actually getting that information through Water Pollution Control and then through the compliance that we have

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to do out of Public Works. The neat thing is that Burns & McDonnell was able to look at our maps. They're our partners working on the green infrastructure component of our CSO Compliance and also our stormwater mitigation and have stated that there's easily two projects in this area, which is good. Again, work that we were going to already do anyway, but if we could prioritize it to see what impacts it has on the adjacent neighborhood, that is what we'd like to do.

Ms. Masenthin said they also provided a lot of detail in the appendix, in that document, if you're interested.

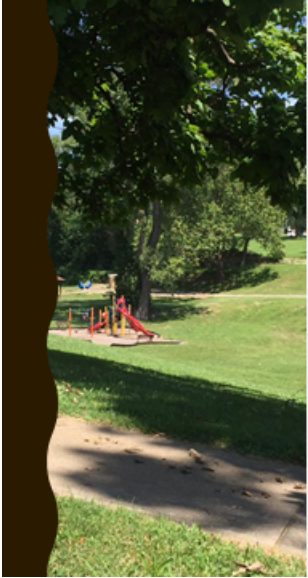
PERFORMANCE MEASUREMENTS

Residential Development

- Decrease vacant properties, with or without a structure, in the Park Drive Neighborhood by 75%. This would take vacant properties from 14.4% to 3.6% and will be done through tax sales and land aggregation for resale.
- Decrease property maintenance code violations in Census Tract 422 by 25%. This will take violations from 150 (in 2016) to 112.5, which is near the lowest number (110 in 2013) that this area has seen in over 20 years. This will be done through education on property maintenance responsibilities.

In terms of residential development, we want to decrease vacant properties. We are giving ourselves a goal of 75% decrease so we are hoping for a 3.6% at the end of this five-year process.

Decreasing the property maintenance code violations as well. Again, there is some numbers there, 25%. We are hoping to get it to 112.5.



PERFORMANCE MEASUREMENTS

Residential Development, cont.

- Decrease the delinquent tax revenue rate from 11.4% to 5% - the amount proposed for Wyandotte County in the 2018 budget. This will be done through tax sales and early reminders in year one of failure to pay in both English and Spanish.
- Increase the frequency of mowing UG-owned property from what could take as long as eight weeks to at least every 16 days.

We want to decrease the delinquent tax revenue rate 11.4% to 5% which is the amount proposed for the 2018 budget.

Increase the frequency of mowing. Again, one of those things SOAR is already working on, but we really want to focus on this area and try to get it down to 16 days or less.

PERFORMANCE MEASUREMENTS

Economic Development

- Develop an area plan for the 18th Street corridor by the end of 2019.
- Publicize and utilize Money Smart KC by handing out their information during at least two Central Avenue Betterment Association (CABA) events a year.
- Continue the approval process of the proposed 18th Street bus route by utilizing federal transit dollars allocated to the community to start this service.

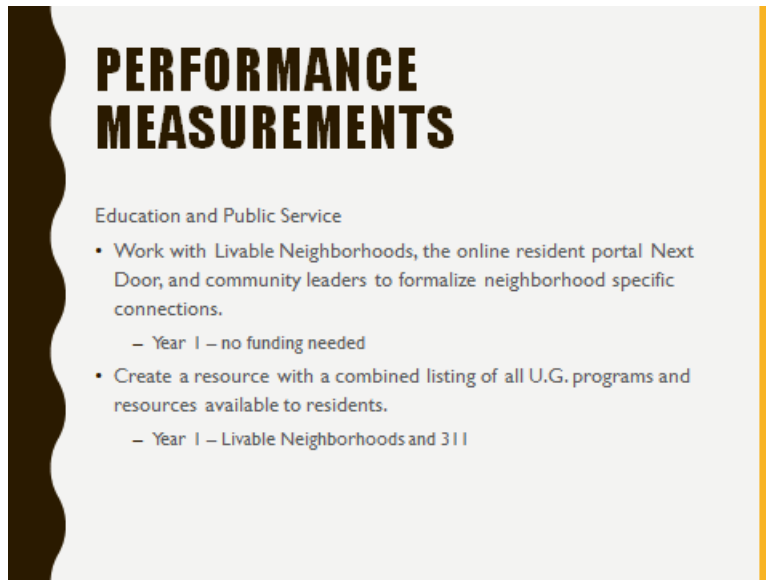


Proposed 11

Day	FROM	TO	EVERY
Weekday	05:00	20:30	60 min
Saturday	---	---	---
Sunday	---	---	---

19.95 miles & 1 bus
\$256.3k / year
2,159 ft apart (stops)
Within 0.25 mi of stops
0 jobs
2,546 jobs (CTPP)
10,031 population

Again, this is the area planned for the 18th Street corridor. We are looking to do that by 2019. Then with publicizing and utilizing Money Smart KC we want to try and hand out some information during some CABA events. Continue the approval of the process of proposed 18th Street bus route. That is an image of the proposed route.



In education and public service we want to work with Livable Neighborhoods, Next Door, and community leaders to formalize neighborhood connections and create a resource. Again, this is kind of reiterated with a combined listing of programs and resources available.

This goes into Leverage so I'm going to hand it back to Melissa.

UG LEVERAGE

- Community Development – utilize the “aggregation of housing units” incentive available through the NRSA by leveraging LISC funds, predevelopment funds, low-income housing tax credits, new market tax credits, CDBG funds, and CDBG Section 108 funds to develop mixed-income multifamily housing in the area
- Livable Neighborhoods –offer training to residents interested in doing community engagement and or improvements, provides administrative assistance to neighborhood groups

Ms. Sieben said I don’t know that we will go through all of these specifically, but these are basically our partners in this that are bringing assets to the table. Community Development, of course with Wilba’s group leading that is Livable Neighborhoods folks as well.

UG LEVERAGE, CONT.

- Public Works – improve infrastructure, including street preservation and repairs, sidewalks, sewer maintenance and repairs, and ADA ramps (dollar value of projects is to be determined)
- Parks and Recreation – \$25,000 to rebuild the small shelter at City Park in year one, additional funding in future years

Public Works who has done some real deep dives for us in this area. I think they are learning some really good information and we will be actually talking about street resurfacing there this

week. This is one of those areas we are going to try some of those new things out in should it be approved.

Parks and Recreation, of course opportunities here to—some of our most historical older parks to really try to put investment back into those again.



PARTNER LEVERAGE

- Community Housing of Wyandotte County (CHWC) – financial literacy, down payment assistant, neighborhood market studies, rehabilitation housing units and new infill construction of housing units
- Habitat for Humanity of KC – financial literacy, neighborhood events-including clean ups, minor home repair, neighborhood market studies and rehabilitation of housing units
- Girl Scouts of NE Kansas, NW Missouri – development of girls in the areas of STEM and civic leadership, including community cleanup days and builds

CHWC is definitely interested in working this area as well as Habitat for Humanity and their missions are just enough separated that I think it could really be a nice mix. They seem to be really excited about working kind of side-by-side in different ways.

Girl Scouts dived in immediately and are locating a facility in the area as well.

PARTNER LEVERAGE, CONT.

- The Humane Society of Greater Kansas City – assist with animal services pertaining to proper care and handling of pets in Kansas City, KS, and helping with feral animal concerns
- LISC – predevelopment fund to assist with creating jobs for businesses in the area
- Mission Adelante – provide community meeting space, as well as classes on leadership, navigating the U.S. healthcare system, business coaching, English, cooking, and more
- El Centro – assist the Latino community with after school and summer programs for children, financial literacy and homeownership education, tax assistance, healthcare navigation, and more

The Humane Society, of course is the interested as we spoke earlier.

LISC already has a pre-development fund out there. We just need to figure out how to leverage their efforts into this area. Mission Adelante where we held all of our meetings with our residents.

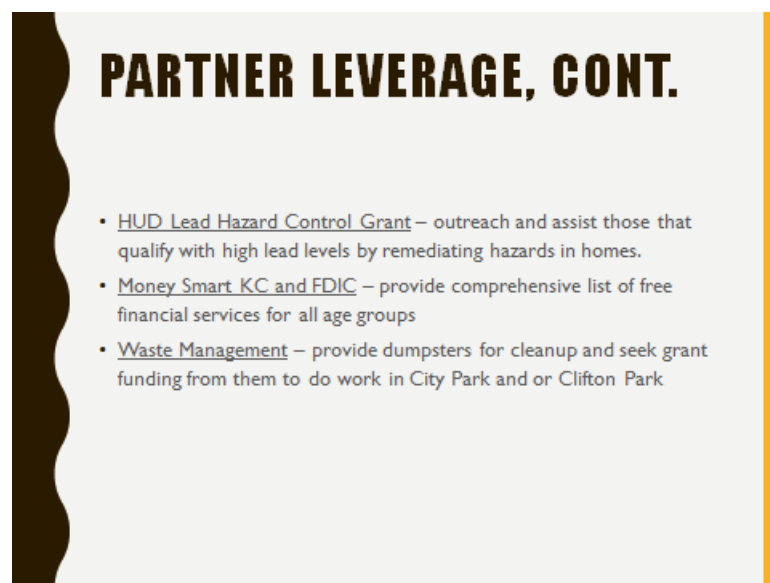
El Centro with their connections to the Latino community.

PARTNER LEVERAGE, CONT.

- Hispanic Chamber of Commerce of Greater Kansas City – provide education to job seekers, offer the Business in a Day program to teach entrepreneurs how to start a business
- Central Avenue Betterment Association (CABA) – promote culture, facilitate entrepreneurship, and increase business growth in the area through various initiatives and educational programs
- Herron Consulting – assist contractors and subcontractors with the bidding process in order to rehabilitate structures in the community, encourage people wishing to become contractors to connect with the Builder's Association

Our Hispanic Chamber folks are very interested. I actually need to sit down and meet with the head of the Greater Kansas City Hispanic Chamber. He was very fascinated with what we're doing here

Edgar from CABA has been great. Very interesting and interact with him and try to understand some of the cultural things that we need to work within to be able to be successful. Herron Consulting is a new group of contractors who help people wishing to become contractors be able to make all the connections and we believe this neighborhood is right for some small business start-ups.



Then of course we received our LEAD grant and this is going to be a great area to get out there and let people to know to get their kids tested because the housing stock in the neighborhood like most of our eastern part of our community still has quite a bit of lead left in them. We'd love to get these folks moving through there.

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Money Smart KC which we already referred to and Waste Management they do a lot of work with Habitat for Humanity on clean-up days and we hope to do some things like Rock the Block that they do in KCMO over here in KCK..

Commissioner Bynum asked the HUD Lead Based Paint Grant, is that a grant that is Health Department or your department? **Ms. Miller** said it is a combination. It is a partnership. The Health Department will identify the kids that test positive for the lead and then we will go out and help with the Healthy Homes at their house. **Commissioner Bynum** asked and so when we talk about remediation of the lead—**Ms. Miller** said I would like to just make a comment about that. I just sent three staff people to Washington, D.C. for training and this won't be effective until January of next year in 2018. There is specific things whether you remediate or you encapsulate or you go into their house and you find other hazards rather than just the lead hazard. They just got back. I started talking to them today. It is going to be overwhelming the things that we will be able to do and must do to spend the money.

Commissioner Bynum said I guess ultimately what I am trying to drill down to is the grant itself, does it supply the actual money needed to solve the problem. **Ms. Miller** said we received \$1.5M to do a three-year grant. Then on the Healthy Home Supplemental Funds we only received \$150,000. For a certain amount of kids that get tested I'm not sure exactly how they plan to do it, but there's a threshold I think that the house must meet and you do certain things to, yes, so the program will pay for that, but then if we run out of, like I know that Kansas City, MO is sort of mentoring us. If we run out of Healthy Homes money we cannot use our program money to do that. If we go in and we find out that there is asbestos or something else in the house that is a hazard, we only have \$150,000 over those three years to address it. We cannot use the program funds to do that. **Commissioner Bynum** said because those are only for the Lead Based. **Ms. Miller** said exactly. **Commissioner Bynum** said but within the Lead Based Paint Grant, the money allows for this—for the taking care of that particular issue. **Ms. Miller** said yes.

Commissioner Markley said I was going to just say, you might need to clarify this, when you mentioned there is no money involved, but you also talked several times about incentives related

to having this program. Could you clarify what is the purpose of having an NRSA. I sort of know some of this from having working with you in the past, but it might not be clear to other people how you get these incentives and what that means. **Ms. Miller** said when we first started about an NRSA we had just come through CHOICE Neighborhoods Grant application and HUD recommends that cities use this NRSA as a learning step before you get into a bigger arena. There are things in our grant, for instance, you know yourself that if want to rehab a house or sell a house we have to sell it to a low-mod income family, done deal. However; in a NRSA if it's approved by HUD and you want to go in there and you want to do mixed-income housing, as long as 51% of your project is low-moderate income then you can count the whole area as one. You just make sure that 51% of them are low-mod and you can have a mixed-income project, that is just one benefit.

Two, public service, you know we are capped out at 15% on our annual grant. If you do something that is just in that NRSA area, specific public service for just that area, then it would not be counted against your 15% cap. We are not proposing to do public services. **Commissioner Markley** said this just to sort of summarize, we don't get money for an NRSA but some of the restrictions that would otherwise apply to our federal funding are alleviated spending deviated because we have created this strategy area which probably means nothing to everybody watching, that's huge.

Ms. Sieben said I think on the housing side it is unique because one of the things we've talked about is not reconcentrating property and that does allow for more mixed-income housing stock which is huge. This area has fairly solid housing and homeownership. What we want to do is to make sure that we walk out of there it's beyond solid. Right now it is pretty high on the owner-occupied. We do not want that to go backwards. We want those rental properties functioning higher than they are today.

Action: **Commissioner Johnson made a motion, seconded by Commissioner Philbrook, to approve.** Roll call was taken and there were five "Ayes," Philbrook, Johnson, Kane, Bynum, Markley.

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Item No. 2 – 171307...APPOINTMENT: REACH FOUNDATION’S COMMUNITY ADVISORY COMMITTEE (CAC)

Synopsis: Communication requesting the appointment of Rachel Jefferson to the REACH Foundation’s CAC for a three-year term commencing June 1, 2017, submitted by Joe Connor, County Administrator.

Action: Commissioner Johnson made a motion, seconded by Commissioner Philbrook, to approve. Roll call was taken and there were five “Ayes,” Philbrook, Johnson, Kane, Bynum, Markley.

Chairman Markley adjourned the meeting at 6:15 p.m.

Adjourn

tk



Staff Request for Commission Action

Tracking No. 171390

Full Commission Meeting Date: NA

Committee: Administration & Human Services

Date of Standing Committee Action: 11/13/17

(If none, please explain):

Publication Required: No

Date:	Contact Name:	Contact Phone:	Contact Email:	Department/Division:
10/30/2017	Robin H. Richardson	x5774	rrichardson@wycokck.org	Urban Planning & Land Use

Item Description:

The Zoning Enforcement Officer began their duties in May of 2017. Field deployment was delayed due to some first time issues related to uniforms and badging. Those were resolved and the officer was able to become proficient with the codes prior to beginning field work. Some major accomplishments over the first 6 months include:

1. Learning the Zoning and Sign Codes
2. Sent over 3,000 letters to business and property owners requesting compliance with common violations.
3. Investigations related to sign violations following an extensive grace period have begun. those will begin to appear in Municipal Court after December 20, 2017
4. Sign enforcement during the election cycle has been difficult due to the State law allowing signs in the right-of-way under certain conditions.
5. Sent letters to those advertising short term rentals requiring they apply for an SUP. The letters were based on the officer's on-line research.
6. Began conducting final zoning inspections on new development projects
7. The Officer has been working thru a myriad of technical issues to address issues in Accella (MAUWI) and in assuring citations are properly formatted.
8. Since August 1, the officer has initiated 46 investigations of various types. Nine of those are already resolved. the others are working their way thru the system.

Action Requested:

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List: