

**Notice of Meeting for the
Housing Advisory Board
of the City of Georgetown
August 19, 2019 at 3:30 PM
at Historic Light and Waterworks Bldg, 406 W. 8th Street Georgetown, TX 78626**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Public Wishing to Address the Board

On a subject that is posted on this agenda: Please fill out a speaker registration form which can be found at the Board meeting. Clearly print your name, the letter of the item on which you wish to speak, and present it to the Staff Liaison, preferably prior to the start of the meeting. You will be called forward to speak when the Board considers that item.

On a subject not posted on the agenda: Persons may add an item to a future Board agenda by filing a written request with the Staff Liaison no later than one week prior to the Board meeting. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. For Board Liaison contact information, please logon to <http://government.georgetown.org/category/boards-commissions/>.

A At the time of posting, no persons had signed up to speak on items not on the agenda.

Legislative Regular Agenda

- B Consideration and possible action to approve the minutes from the July 15, 2019 meeting. - Mirna Garcia, Management Analyst
- C Update on the 2030 Plan Update process. Nat Waggoner, AICP, Long Range Planning Manager
- D Presentation and discussion on development of the Housing Toolkit. Susan Watkins, AICP, Housing Coordinator
- E Update on the summer Point-in-Time Count for Williamson County organized by the Texas Homeless Network. Susan Watkins, AICP, Housing Coordinator
- F Update from the Housing Advisory Board Chair. Lou Snead, Chairperson.

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _____, 2019, at

_____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Housing Advisory Board
August 19, 2019

SUBJECT:

Consideration and possible action to approve the minutes from the July 15, 2019 meeting. - Mirna Garcia, Management Analyst

ITEM SUMMARY:

FINANCIAL IMPACT:

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SUBMITTED BY:

Mirna Garcia, Management Analyst

ATTACHMENTS:

| Description | Type |
|------------------------------------------------------------------------------------------------------------------|-----------------|
|  Attachment 1 - Meeting minutes | Backup Material |

City of Georgetown, Texas
Housing Advisory Board
Minutes
July 15, 2019, at 3:30 p.m.
Historic Light and Waterworks Building, 406 W. 8th Street
Georgetown, Texas 78626

Members present: Bob Weimer; Lou Snead, Chair; Mary Calixtro; Randy Hachtel, Nikki Brennan; Jeannyyce Hume

Members absent: Nathaniel Bonner;

Staff present: Susan Watkins, Housing Coordinator; Mirna Garcia, Management Analyst; Nat Waggoner, Long Range Planning Manager

Chair Snead called the meeting to order at 3:35pm.

Public Wishing to Address the Board

- A. As of the deadline, no persons were signed up to speak on items other than those posted on the agenda.

Legislative Regular Agenda

- B. **Consideration and possible action to approve the minutes from the June 24, 2019 meeting. – Mirna Garcia, Management Analyst**

Motion by Hachtel, second by Brennan to approve the minutes as presented. Approved (6-0).

- C. **Update and discussion on proposed housing policies for the 2030 Housing Element Update. – Susan Watkins, Housing Coordinator**

Watkins provided the board an update on the direction from Council at the July 9, 2019 workshop on the proposed housing policies for the update of the Housing Element as part of the 2030 Comprehensive Plan Update. Watkins began the discussion with a review of the policies and identified those that need to be reviewed and brought back to the next council meeting. There was discussion by Board members and questions on policies which needed further clarification. Watkins reviewed the options for policy items that need to be revised.

The Board provided suggestions on the revision of policies and made recommendations for additional information that should be included. There was also discussion and clarification on definitions, and action items.

Staff will revise the policies to be brought back to the next council meeting and include the Board's recommendations.

D. Presentation and discussion on development of the Housing Toolkit. - Susan Watkins, AICP, Housing Coordinator

Watkins presented the development of the Housing Toolkit including a potential method for evaluating tools and the potential tools for the proposed policies to address affordability and preservation. Watkins sought the Board's feedback regarding the use of the tools and how to best support the policies. Watkins reviewed the implementation tools used, provided an example from a different city, and reviewed staff's recommendations.

Waggoner also discussed using the toolkit and reporting on the implementation of the policies for the Board members.

Adjournment

Motion to adjourn by Calixtro, second by Hachtel. Meeting adjourned at 5:22pm.

Approved, Lou Snead, Chair

Attest, Randy Hachtel, Secretary

City of Georgetown, Texas
Housing Advisory Board
August 19, 2019

SUBJECT:

Update on the 2030 Plan Update process. Nat Waggoner, AICP, Long Range Planning Manager

ITEM SUMMARY:

Staff will brief board members on the recent and upcoming activities related to the comprehensive plan update.

FINANCIAL IMPACT:

None at this time.

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator

City of Georgetown, Texas
Housing Advisory Board
August 19, 2019

SUBJECT:

Presentation and discussion on development of the Housing Toolkit. Susan Watkins, AICP, Housing Coordinator

ITEM SUMMARY:

The board will review and discuss the method for evaluating possible tools and programs to be included in the the Housing Toolkit, the implementation plan for the housing policies outlined in the updated 2030 Plan Housing Element. Information provided for each tool will include:

- Effort to implement
- Time Horizon (estimated time to implement)
- Staff
- Cost
- Possibility to Leverage
- Impact

The key questions asked of the board will be:

- Do you agree this tool will implement this policy?
- Do you know of additional tools that should be considered?

The outcome of the discussion should provide:

- Preparation for Steering Committee consideration of the implementation tools
- Direction to clarify tools that do not have sufficient information or move tools HAB recommends are better suited for implementation of a different policy
- Guidance for additional tool research by staff or consultants

The proposed remaining schedule for the Toolkit development is below:

- September - HAB scoring, recommendation on prioritization
- October – Steering Committee evaluation (introduction, scoring)
- November – Steering Committee evaluation (review scoring, prioritization recommendation)
- November or December - Joint Session Evaluation (review recommendation on prioritization)
- December - Public Meeting
- January - City Council workshop on Implementation

Attached is the housing policy guide provided to the 2030 Plan Steering Committee and City Council that provides a list of potential tools for each proposed housing policy, most recently updated after City Council consideration of the housing policies at the July 9th and July 23rd Council Workshops.

FINANCIAL IMPACT:

None at this time.

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator

ATTACHMENTS:

| Description | Type |
|-------------------------------------------------------|-----------------|
| □ Attachment 1 - 2030 Plan HE Update Housing Policies | Backup Material |

| | Policy | Possible Tools (* indicates current tool) | Specific example | Intent/ Council Direction | Outcome | Role | Definitions/Council Direction |
|----|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Preservation | | | | | | |
| P1 | Preserve existing housing stock that contributes to diversity and affordability. | <ul style="list-style-type: none">• Multi-Family/home rehabilitation for small scale multi-family, quad and duplexes.• Multi-Family energy efficiency rebate and incentive programs• Support GHA's maintenance of units/infrastructure.• Affordability term extensions for existing tax credits - support property owners with renovations that use Low Income Housing Tax Credit. | Olde Georgian (1700 S Austin Ave), Apple Creek (302 Apple Creek Dr), Cedar Ridge (1500 Northwest Blvd) unsubsidized affordable multi-family | Preservation Affordability Diversity | Protect existing affordable housing stock/prevent loss of naturally occurring affordable housing (NOAH). Existing units remain available to residents. | Partner or Support | |
| P2 | Preserve existing neighborhoods in targeted areas. | <ul style="list-style-type: none">• Zoning and future land use map• Policies to ensure compatibility, transition zones (Old Town and Downtown Design Guidelines)• Defined set of criteria to identify areas to target (ex: using data of age of units or percentage of renters)• Small area, neighborhood plans | TRG, Rivery and San Jose neighborhood residents have attended several P&Z hearings regarding development requests in the neighborhood but lack formal policies in the Comprehensive Plan and Downtown Master Plan to address redevelopment. | Preservation | Enable P&Z and Council to preserve character of targeted neighborhoods. Particular aging neighborhoods may need special protections as redevelopment occurs. | Lead | City could create process, residents would need to self elect neighborhood (ex. Traffic Neighborhood Management Program) Specific criteria might be laid out in toolkit for qualifying neighborhoods (age, maintenance, vulnerability to |
| P3 | Support owners ability to stay in homes in neighborhoods with rapid value increases without limiting the sale of the home. | <ul style="list-style-type: none">• Home Rehabilitation*• Utility billing assistance*• Homestead exemption education• Partnerships with non-profits that assist existing home owners with maintenance• Property tax abatement for reinvestment areas for homeowners meeting specific criteria• Neighborhood Empowerment Zones | Ridge, San Jose, Railroad neighborhoods have seen construction of homes that raise property values. A Neighborhood Empowerment Zone, state enabled city-created zone for purpose of rehabilitation or creation of affordable housing, could be established for specific geographies. | Preservation Affordability | Support homeowners experiencing property value increase due to development in established neighborhoods to preserve homeownership. | Partner or Support | |
| P4 | Maintain and promote neighborhood character and quality. | <ul style="list-style-type: none">• CDBG for capital improvements (lighting, sidewalks)*• Neighborhood traffic management program, street maintenance*• Promote neighborhood capacity (vitality, services) building - HOA training/education• Partner with banks to meet Community Reinvestment Act requirements• Education/outreach. Neighborhood registration program*• Identify opportunities for small area plans• Neighborhood cleanup day• Urban park programs for infill | Deer Haven or River Chase concern about proximity of commercial and impact to adjacent single family subdivisions; roadway planning. Parkview Estates desire to have neighborhood amenities to build neighborhood brand. | Preservation | Ensure neighborhoods are maintained and valued. Neighborhood viability/maintenance/enhancement | Partner or Support | |

| | Policy | Possible Tools (* indicates current tool) | Specific example | Intent/ Council Direction | Outcome | Role | Definitions/Council Direction |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------|
| | Affordability | | | | | | |
| A1 | Support and increase rental choices for low-income and workforce households unless the housing is substandard. | <ul style="list-style-type: none"> • Development incentives* (Workforce Housing standards in UDC- impervious cover, setbacks, # of units/building, smaller lot size) • Support GHA programs (landlord outreach and education to accept vouchers to maximize available units, CDBG funds, energy efficiency upgrades through GUS) • Support LIHTC development that meet City defined process • Define metrics for affordability goals • Development agreements • TIF/TIRZ • Affordability term extensions for existing tax credits • Review of multi-family development standards to encourage infill development • Incentivize multi-bedroom housing options for families with children or aging parents | <p>Stone Haven is almost 50 years old and in need of infrastructure and structural improvements to continue to safely house its residents. The Housing Authority will need to pursue revenue sources to make the improvements. The City can support the HA in this effort to retain the asset that serves households with incomes less than 30% of the AMI through improvements using CDBG or energy efficiency funds.</p> <p>Three tax credit properties are over 20 years old and their affordability term will expire after 35 years.</p> | Affordability Preservation Diversity | <p>Maintain rental housing stock available to low-income households.</p> <p>Greater rental housing choice for workers.</p> | Support or partner | Workforce is defined as 60-80% AMI |
| A2 | Support rental choices for senior households. | <ul style="list-style-type: none"> • Define metrics for affordability goals • Support GHA programs • Support LIHTC development • TIF/TIRZ | At no cost to City, a LIHTC resolution of support or no objection for age restricted housing. | Affordability Preservation | <p>Maintain available age and income restricted units.</p> <p>Rental choices for seniors who need them.</p> | Support or partner | |
| A3 | Increase homeownership choices for workforce households. | <ul style="list-style-type: none"> • Development incentives* (Workforce Housing standards in UDC) • Development fee exemptions • Development agreements • Development regulations (density bonus on a per acre basis) • Municipal Utility Districts • Public Improvement Districts • Land Bank or Land Trust like tool • Down payment assistance | Mueller: Development agreement - public private partnership with publicly owned land, mixed use community with affordability terms on approximately 25% of units (owner and rental options) | Affordability Diversity | Have workforce housing units as an incentive tool available for negotiation opportunities. Greater owner housing choice for workers. | Lead | Workforce is defined as 60-80% AMI |
| A4 | Support the non-profit community to create housing opportunities for the most vulnerable residents (including but not limited to homeless, seniors, youth aging out of the foster care system, and people with disabilities). | <ul style="list-style-type: none"> • Health and Human services element in the Comprehensive Plan as required by City Charter • Needs assessment • County point in time count | Support or partner for development of a needs assessment. | Affordability | Acknowledge and define community housing need for vulnerable residents. | Support or partner | |

2030 Housing Element Update Housing Policies

| | Policy | Possible Tools (* indicates current tool) | Specific example | Intent/ Council Direction | Outcome | Role | Definitions/Council Direction |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------------|
| | Diversity | | | | | | |
| D1 | Encourage and incentivize new housing and reinventions or additions to existing housing to provide a mixture of housing types, sizes and price points. | <ul style="list-style-type: none"> • Incentives for diversity of housing products* • Low Income Housing Tax Credit process* • Promote and evaluate existing incentives for diversity of housing products • Define metrics for diversity goals • Incentives for density (density bonus) • TIF/TIRZ • Incentivize multi-bedroom housing options for families with children and aging parents | Establish outcomes for diversity of housing in Municipal Utility District policy or development agreements. | Diversity Affordability | Tools for greater housing diversity. During negotiation opportunities, consider producing various housing types for new and infill development as option. | Lead | |
| D2 | Ensure land use designations and other policies allow for and encourage a mixture housing types and densities across the community. | <ul style="list-style-type: none"> • Evaluate regulatory barriers to density • Review regulations to improve diverse housing options (such as ADUs). • Development regulations (zoning standards (density bonus will be the most effective)) , subdivision standards, building standards) while maintaining compatibility. • Create a zoning district that allows tri-plexes and four-plexes | <p>Unified Development Code requires Special Use Permit by City Council for accessory dwelling unit (ADU).</p> <p>Development Code is not equipped to handle condo regime.</p> | Diversity | UDC supports and allows diversity of housing types and densities. Lower/evaluate regulatory barriers to housing diversity. | Lead | |
| D3 | Promote aging in place opportunities by aligning land use policies and transportation policies that promote a housing market capable of accommodating residents throughout all stages of life. | <ul style="list-style-type: none"> • Support services (transportation, healthcare, food service, utility billing assistance) • Strategic Partnership grants focused on agencies that promote aging in place/community • Health and human services | Increased diversity of housing product may allow someone to stay in community if aging causes need for different housing product. | Diversity | Accommodate diverse housing needs through development code and connection to services. More people have choice to stay in home/community as they age. | Partner | |
| | Coordinated Housing Programming (global policies) | | | | | | |
| C1 | Actively seek and build public and private partnerships to leverage resources and promote innovation. | <ul style="list-style-type: none"> • Partnerships with non-profits, county, school district* • Comm. Development Block Grant (WilCo and/or HUD)* • HOME (TDHCA) - down payment assistance • Housing Trust Fund (TDHCA + HUD) • Health and Human Services element of Comprehensive Plan • Point in Time count (County effort) • Partnerships with employers | CDBG funds through County to partner with HFHWC for Home Repair for neighborhood preservation. | Preservation Affordability Diversity | Secure outside funding and partnerships to maximize results. Should be used for all policies where possible. | Partner | |
| C2 | Align housing goals with other city policies and strategic plans. | <ul style="list-style-type: none"> • Land use policies* • Economic development strategies involve housing discussion with employers. • Public works - Overall Transportation Plan | Housing diversity policies coordinated with land use policies, economic development strategic studies | Preservation Affordability Diversity | Coordinate plans and policies. Applies to all policies. Effective and efficient governance. | Lead | |
| C3 | Provide opportunity for community engagement through outreach and communication. | <ul style="list-style-type: none"> • Education and promotion of available housing programs and incentives. • Communication about housing options for residents. | <p>Surveys, open house and speaking in community about 2030 Plan update.</p> <p>Development community outreach.</p> | Preservation Affordability Diversity | Involve public/community in planning and decision making. Applies to all policies. Residents can provide input on neighborhood and city planning process. | Lead | |

City of Georgetown, Texas
Housing Advisory Board
August 19, 2019

SUBJECT:

Update on the summer Point-in-Time Count for Williamson County organized by the Texas Homeless Network. Susan Watkins, AICP, Housing Coordinator

ITEM SUMMARY:

Staff will provide the board with an update on the summer Point-in-Time Count for Williamson County scheduled for August 29th, 2019. The Texas Homeless Network is organizing the count and providing training for volunteers. Information regarding the count, including online volunteer training, can be found on the Texas Homeless Network website at:
<https://www.thn.org/data/point-time-pit-count-reports/>

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator

City of Georgetown, Texas
Housing Advisory Board
August 19, 2019

SUBJECT:

Update from the Housing Advisory Board Chair. Lou Snead, Chairperson.

ITEM SUMMARY:

The board will receive an update from the Chair.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator