

**Notice of Meeting for the
Housing Advisory Board
of the City of Georgetown
February 22, 2021 at 3:30 PM
at Virtual**

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.

The regular meeting will convene at 3:30pm on February 22, 2021 via teleconference. To participate, please copy and paste the weblink into your browser:

Weblink: <http://bit.ly/37mIOON>

Webinar ID: 972 0099 0755

Password: 216137

To participate by phone:

Call in number: (346) 248-7799 or Toll-Free: 877-853-5257

Password: 216137

Citizen comments are accepted in three different formats:

- 1. Submit written comments to planning@georgetown.org by 2:30p.m. on the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.**
- 2. Log onto the meeting at the link above and "raise your hand" during the item**
- 3. Use your home/mobile phone to call the toll-free number**

To join a Zoom meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the "Raise your Hand" option at the bottom of the Zoom meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely un-muted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.

Use of profanity, threatening language, slanderous remarks or threats of harm are not allowed and will result in you being immediately removed from

the meeting.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A Discussion on how the Housing Advisory Board virtual conference will be conducted, to include options for public comments and how the public may address the Commission -- Sofia Nelson, CNU-A, Planning Director

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/>.

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

Legislative Regular Agenda

- C Recognition of the service of the outgoing Board Chair. Susan Watkins, AICP, Housing Coordinator
- D Consideration and possible action to approve the minutes from the November 16, 2020 meeting. - Mirna Garcia, Management Analyst
- E Presentation and discussion on the FY21 Home Repair Program. Susan Watkins, AICP, Housing Coordinator
- F Presentation and discussion on Georgetown Housing Authority needs assessment. Susan Watkins, AICP, Housing Coordinator.
- G Presentation and discussion of the application process to Williamson County for CDBG funding for FY21-22. Susan Watkins, AICP, Housing Coordinator

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 _____, 2021, 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
February 22, 2021

SUBJECT:

Discussion on how the Housing Advisory Board virtual conference will be conducted, to include options for public comments and how the public may address the Commission -- Sofia Nelson, CNU-A, Planning Director

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Andreina Dávila-Quintero, AICP, Current Planning Manager

City of Georgetown, Texas
Housing Advisory Board
February 22, 2021

SUBJECT:

Consideration and possible action to approve the minutes from the November 16, 2020 meeting. - Mirna Garcia, Management Analyst

ITEM SUMMARY:

FINANCIAL IMPACT:

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SUBMITTED BY:

Mirna Garcia, Management Analyst

ATTACHMENTS:

Description	Type
 Meeting Minutes	Backup Material

City of Georgetown, Texas
Housing Advisory Board
Minutes
November 16, 2020, at 3:30 p.m.
Teleconference: <https://bit.ly/3lyzYCl>

The regular meeting convened at 3:30 PM on November 16, 2020 via teleconference at <https://bit.ly/3lyzYCl>. Webinar ID: 995-5934-8886. To participate by phone: Call-In number: (301)715-8592 or Toll-Free 877-853-5257. Password: 884527. Public Comment was allowed via the teleconference option; no in-person input was allowed.

Board Members present: Mary Calixtro; Wendy Cash; Linda Sloan; Charles Collins; Grayson Smith; Nikki Brennan

Board Members absent: Lou Snead

Staff present in-person: Susan Watkins, AICP, Housing Coordinator; Nat Waggoner, AICP, Long Range Planning Manager; Sofia Nelson, Planning Director; Mirna Garcia, Management Analyst

The Meeting was opened by Commissioner Brennan at 3:30 p.m.

Regular Session

- A. Discussion on how the Housing Advisory Board virtual conference will be conducted, to include options for public comments and how they public may address the Commission – Sofia Nelson, Planning Director

Public Wishing to Address the Board

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

Legislative Regular Agenda

- C. Consideration and possible action to approve the minutes from the October 19, 2020 meeting. - Mirna Garcia, Management Analyst

Motion to approve Item C as presented by Sloan. Second by Cash. Approved (5-0).

- D. Presentation and discussion on neighborhood association programs. Susan Watkins, AICP, Housing Coordinator

Smith joined the meeting at 3:38p.m.

Staff provided an update from the October board feedback on developing a program to support interested neighborhoods in developing a neighborhood association. Follow up included outreach to the recommended neighborhoods, learning from established neighborhood associations, clarified website language on neighborhood association benefits, and renter involvement research. Staff explained that different needs/levels of needed assistance were

expressed during the neighborhood outreach, as well as discussion of a potential partnership with SEGCC for neighborhoods needing assistance.

Staff sought feedback from the Board regarding recommendations or concerns for a potential pilot program. The program can help with outreach to residents, assist neighborhoods with identifying the organization's purpose, mission, structure, and roles. In addition, the program can provide example bylaws, assist with registering with the city, and create a partnership with SEGCC where appropriate.

- E. Presentation and discussion of planning activities for the San Jose and Track Ridge Grasshopper neighborhood plans. – Nat Waggoners, PMP, AICP, Long Range Planning Manager and Susan Watkins, AICP, Housing Coordinator

- F. Presentation and discussion of planning activities for the San Jose and Track Ridge Grasshopper neighborhood plans – Nat Waggoner, PMP, AICP Long Range Planning Manager and Susan Watkins, AICP, Housing Coordinator

Staff provided an update on the progress since the October 13th City Council Workshop where staff was directed to move forward with a Request for Proposals for both neighborhood plans and return to the Council with a budget estimate on December 8, 2020. The RFP was released on 10/23/20. The pre-bid meeting was held on 11/4/20. The questions were submitted on 11/6 and answers on 11/9. The RFP close was 11/16/20.

The City's review of proposals will be November 17-20, 2020, and the next Council workshop will be December 8, 2020. The date for the finalist virtual interviews or presentations will be December 14, 2020, and the earliest award by the City will be in January 2021.

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

Adjournment

Motion to Adjourn by Cash. Second by Collins. Approved (6-0). The meeting was adjourned at 4:10 p.m.

Approved, Lou Snead, Chair

Attest, Linda Sloan, Secretary

City of Georgetown, Texas
Housing Advisory Board
February 22, 2021

SUBJECT:

Presentation and discussion on the FY21 Home Repair Program. Susan Watkins, AICP, Housing Coordinator

ITEM SUMMARY:

Staff will provide an update on the progress of the Home Repair Program for FY21.

FINANCIAL IMPACT:

The Home Repair Program had a total allocation of \$130,000 from City of Georgetown (\$55,000) and CDBG funds (\$75,000) for FY21.

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator

ATTACHMENTS:

Description		Type
	Presentation	Presentation

HOME REPAIR PROGRAM

HOUSING ADVISORY BOARD: FEBRUARY 15, 2021

AGENDA

- 1. Past program year to date overview**
- 2. Homeowners by income**
- 3. Workforce homeowner needs**

PROGRAM GOALS

- **Preservation of neighborhoods**
- **Energy conservation**
- **Housing affordability**
 - Support homeownership
 - Support homeowners with Historic requirements for rehabilitation
- **Building partnerships with the non-profit community**

FY21 FUNDING

\$130K Total Funding

- \$75K - CDBG funds from Williamson County
- \$55K - City of Georgetown
 - \$25,000 (General Fund)
 - \$30,000 (Conservation – Water & Electric)

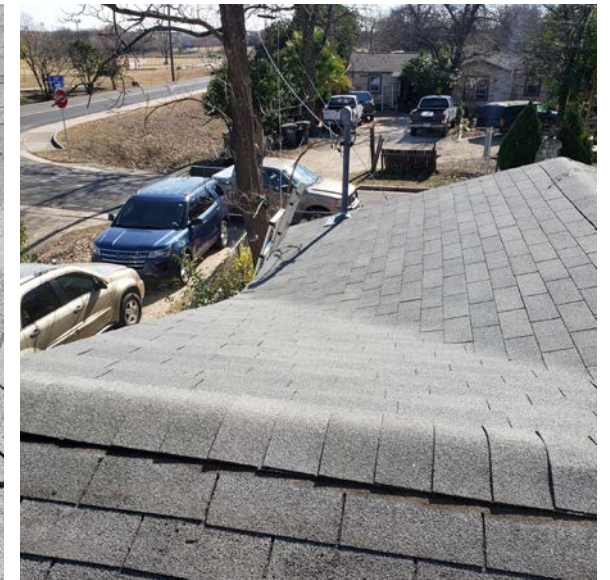
FY21 PROJECTS



Before & After



Before & After



FY21 PROJECTS – SAFETY & ACCESSIBILITY

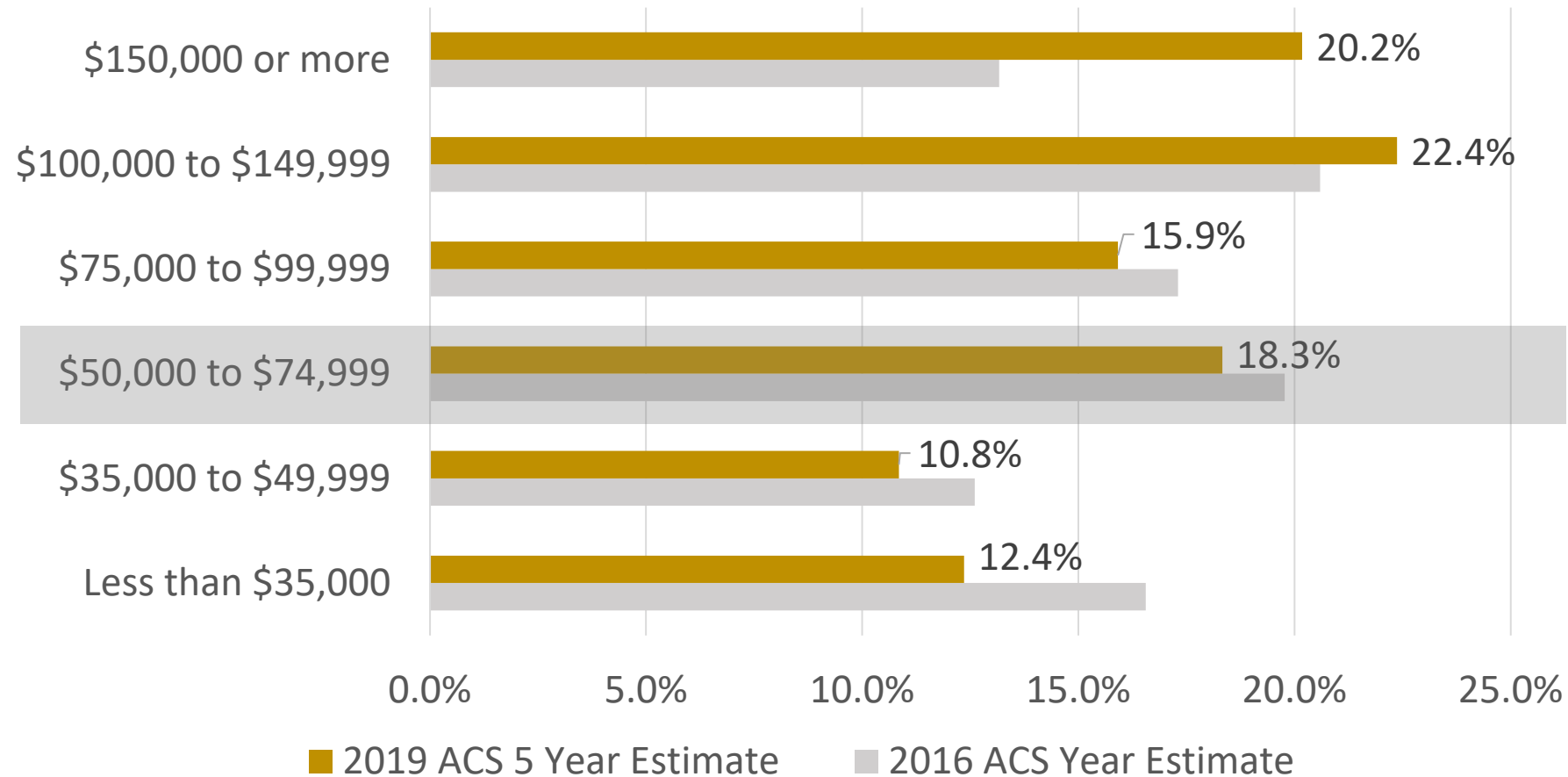


Before & After



Before & After

PERCENTAGE OF HOMEOWNERS BY INCOME



WORKFORCE HOMEOWNER NEEDS

- **Over 3,500 owner-occupied households in \$50-75K income range**
 - Eligibility increase from 50% to 80% AMI (from \$48,800 to \$78,100 for family of four) serves more workforce homeowners as identified in 2018 Housing Study
 - Assists in preserving existing neighborhoods

QUESTIONS?

City of Georgetown, Texas
Housing Advisory Board
February 22, 2021

SUBJECT:

Presentation and discussion on Georgetown Housing Authority needs assessment. Susan Watkins, AICP, Housing Coordinator.

ITEM SUMMARY:

The Georgetown Housing Authority (GHA) provides safe and decent affordable housing for over 300 families. Stonehaven buildings are between 39 and 54 years old with the first units built in 1967 (104 units), and subsequent units in 1973 (30 units) and 1982 (24 units).

Background

An action identified in the Housing Element of the 2030 Comprehensive Plan is to preserve existing housing and neighborhoods is to support and increase rental choices for low-income and workforce households unless the housing is substandard (Goal 6 Policy H.5) by evaluating the needs of the Georgetown Housing Authority's programs and identifying potential support the City can provide including, but not limited to, the use of CDBG funds, and energy efficiency upgrades (Action H.5.a.).

After meeting with GHA, several needs the City can potentially assist with were identified at the Stonehaven property. The needs are outlined below:

1. Exterior Repairs
2. HVAC upgrade
3. Water heaters
4. Electrical
5. Trash collection

The board will review a preliminary needs assessment and potential assistance.

FINANCIAL IMPACT:

None at this time.

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator

ATTACHMENTS:

Description	Type
□ Presentation	Presentation

GEORGETOWN HOUSING AUTHORITY (GHA) NEEDS ASSESSMENT

HOUSING ADVISORY BOARD: FEBRUARY 15, 2021

AGENDA

1. Background
2. Review needs
3. Next Steps

BACKGROUND

- **Georgetown Housing Authority provides housing for low-income renters**
- **Stonehaven buildings are between 39 and 54 years old**
 - 104 units (built in 1967)
 - 30 units (built in 1973)
 - 24 units (built in 1982)





2030 HOUSING ELEMENT: PRESERVATION

Preservation of housing and neighborhoods

H.5 Support and increase rental choices for low-income and workforce households unless the housing is substandard

H.5.a. Evaluate the needs of the Georgetown Housing Authority's programs and identify potential support the City can provide including, but not limited to, the use of CDBG funds, and energy efficiency upgrades.

CURRENT NEEDS

1. Exterior repairs
2. HVAC upgrades
3. Water heaters
4. Electrical
5. Trash collection

EXTERIOR REPAIRS

Need:

Modernization of 60 buildings, Office/Community Building, Management/Maintenance Buildings, Gazebos & Fences with exterior wood trim repairs.

Potential assistance:

City can apply for CDBG funds for exterior repairs.



Exterior repair need

- Demolition and reworking the rough cedar entries
- Removing all deteriorated wood on fascia boards
- Wood siding
- Wood fencing
- Paint exterior surfaces



HVAC UPGRADES

Need:

Replacement of outdated natural gas wall furnaces with excessive overheating and create risk to health and safety.

Potential assistance:

City can apply for CDBG funds for a single heating and cooling system with removal of the existing wall furnace for 104 units.



Current gas heaters



Mini-Split example

WATER HEATERS

Need:

Bring up to code compliance.

Potential assistance:

City can apply for CDBG funds for replacement in 104 units.



Current water heaters

ELECTRICAL NEEDS

Need:

Updates to meet current demand requirements and compliance mandates of Georgetown electrical code requirements, NEC code and life safety code.

Potential assistance:

City can apply for CDBG funds for outdoor primary panel to have master main breaker.



Current panel

TRASH COLLECTION

Need:

High monthly cost for trash collection and large item removal

Potential assistance:

- Explore contract negotiation assistance
- Possible neighborhood cleanup

CURRENT RENOVATION

Stonehaven is currently replacing sewer lines and renovating kitchens and bathrooms.



Before



After

CURRENT RENOVATION



Before

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After

NEXT STEPS

- CDBG application for exterior repairs for FY21
- Explore feasibility of other potential assistance

City of Georgetown, Texas
Housing Advisory Board
February 22, 2021

SUBJECT:

Presentation and discussion of the application process to Williamson County for CDBG funding for FY21-22. Susan Watkins, AICP, Housing Coordinator

ITEM SUMMARY:

At this meeting, staff will provide a short overview of Williamson County's Community Development Block Grant (CDBG) program and recommended projects for application for the FY21 program year.

Staff is proposing the following projects for consideration:

1) Exterior Repairs for Stonehaven. Georgetown Housing Authority (GHA) has the need to modernize 60 buildings, Office/Community Building, Management/Maintenance Buildings, Gazebos & Fences with exterior wood trim repairs. Demolition and reworking the rough cedar entries, removing all deteriorated wood on fascia boards, trim, soffits, wood siding, wood fencing and paint exterior surfaces. The city would apply for funds for these repairs to support the preservation of low income rental units.

2) Home rehabilitation funds. The 2030 Plan Update Housing Element policy H.1 is to “*Preserve existing housing stock that contributes to affordability.*” Home rehabilitation for low income homeowners supports the preservation of that housing. If awarded, the City intends to partner with Habitat for Humanity to serve eligible households.

Eligible activities include:

- Acquisition of property
- Housing and housing rehabilitation
- Public facilities and improvements
- Homeownership assistance

FINANCIAL IMPACT:

None at this time.

SUBMITTED BY:

Susan Watkins, AICP, Housing Coordinator

ATTACHMENTS:

Description	Type
 Presentation	Presentation

COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FY21

HOUSING ADVISORY BOARD: FEBRUARY 15, 2021

Purpose

- **Inform Board about proposed projects for CDBG applications to Williamson County**

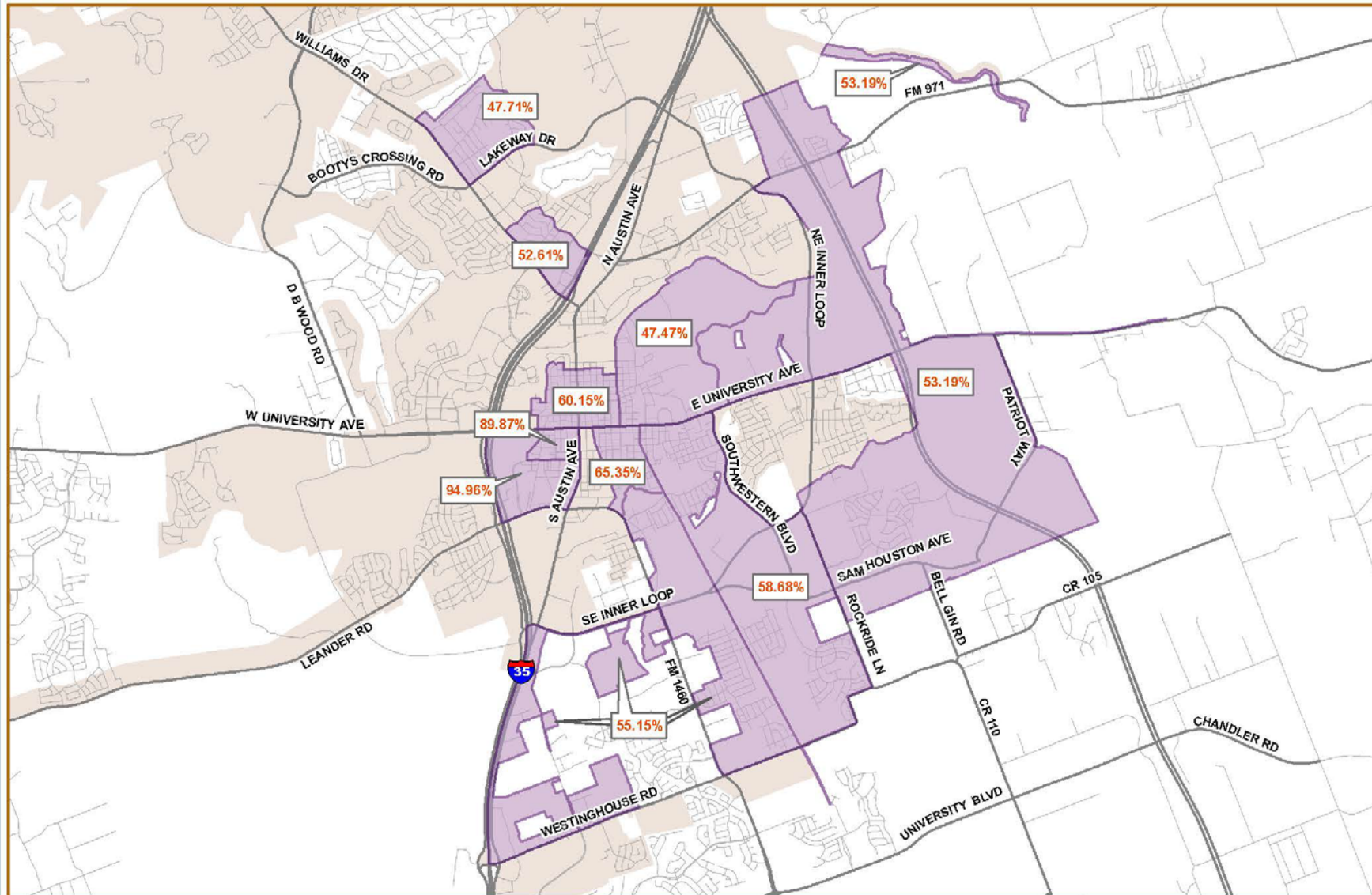
Agenda

- **CDBG program overview**
- **Past use of funds**
- **2030 Plan goals and policies**
- **Proposed FY21 applications**

CDBG overview

- **Entitlement communities**
 - Non entitlement communities can be sub-recipients
- **Low to Moderate Income (LMI) areas**
 - At least 47% of households have incomes at or below 80% of the area median income (AMI)

ELIGIBLE CENSUS BLOCK GROUPS FOR CDBG APPLICATION



Eligible Block Groups



Georgetown City Limits

CDBG funding is eligible to census block groups that have more than 47% low to moderate income households.

Percentage of low to moderate income households in red.



CDBG overview

- **Meet Wilco goals as outlined in 2019-2023 Consolidated Plan**
 - Public Facility and Infrastructure Improvements
 - Increase Access to Affordable Housing
 - Decrease Homelessness
 - Public Services
 - Affirmatively Further Fair Housing
- **Funding that can be spent within a year**

Past use of funds

2013

- \$79,400 Wastewater line for Georgetown Project's NEST Homeless Teen Center (completed 2014)
- \$38,000 Engineering for sidewalks along MLK/3rd and 2nd Street

2014

- \$160,000 Sidewalk along the south side of E. 2nd Street from Austin Avenue to College Street

2015

- \$87,120 Sidewalk along MLK/3rd Street from Scenic to Austin

2016

- \$135,500 Scenic Drive Sidewalk

Past use of funds

2018

- \$206,824 17th Street Sidewalk and bus shelters

2019

- \$75,000 Home Repair program

2020

- \$75,000 Home Repair program
- \$97,000 infrastructure support for HFHWC 21st Townhome project

Shepherd's Village



[\(89\) Shepherd's Village - Georgetown, TX - YouTube](#)

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Proposed FY21 projects

- **Project 1 – Exterior repairs for GHA**
- **Project 2 – Home Repair Program**

Project 1 – GHA Exterior Repairs



- Demolition and reworking the rough cedar entries
- Removing all deteriorated wood on fascia boards
- Wood siding and fencing
- Paint exterior surfaces

Project 2 – Home Repair Program

- **Preservation of neighborhoods**
- **Energy conservation**
- **Housing affordability**
 - Support homeownership
 - Support homeowners with Historic requirements for rehabilitation
- **Building partnerships with the non-profit community**

Next Steps

- City Council item for grant applications per city grant policy
- Submit application to Williamson County
- Entitlement evaluation this summer