



Snohomish County Inter-jurisdictional Housing Committee

^Mukilteo ^Mountlake Terrace ^Lake Stevens ^Everett ^Mill Creek ^
^Snohomish ^Sultan ^Marysville ^Edmonds ^Lynnwood ^Woodway ^
^Granite Falls ^Housing Authority of Snohomish County ^Snohomish County

Coordination Meeting #9

Monday June 18, 2012

6:00 pm

Housing Authority of Snohomish County Offices

12625 4th Ave W, Ste 200, Everett

www.hasco.org/contact/bus_driving_directions

AGENDA

6:00 PM – Welcome and Introductions	Chair
DISCUSSION: 6:05 PM – Approval of March, 14, 2012 Notes- Attached	Becky Ableman All
6:10 PM – Program Cost Scenarios	Becky Ableman Shane Hope All
6:30 PM – Grant Proposal Review	Bob Davis All
6:55 PM – HASCO Report	HASCO Staff
7:15 PM – Jurisdiction Presentation Material Review and Schedule (Developing the message-Original PPT Attached)	Shane Hope Becky Ableman All
7:45 PM – Next Steps - Next Meeting Date: Wednesday, September 12, 2012 - Agenda - Next Meeting Location: TBD	All



Inter-jurisdictional Housing Committee of Snohomish County

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SCT Steering Committee Report 3-28-12

Draft March 14, 2012 Meeting Highlights

- 11 attendees: Becky Ableman (Lake Stevens), Mayor Carla Nichols (Woodway), Tom Rogers (Mill Creek), Glen Pickus (Mukilteo), Edith Duttlinger (Mountlake Terrace), David Koenig (Everett), Gloria Hirashima (Marysville), Kyoko Matsumoto Wright (Mountlake Terrace), Dean Weitenhagen (Snohomish County), Michael Zelinski (Snohomish County), Kristen Cane (HASCO)
- Reported to Committee that Snohomish County Council authorized signing the MOU
- Draft Interlocal Discussion
 - Reviewed updated draft and made minor edits
- Discussed Interim Work Program Tasks that are to be worked on with existing jurisdictions staff and HASCO support. These items include (See attached handout):
 - Housing Continuum Community Profile Template – Mukilteo working with HASCO. Lake Stevens volunteered to be a test jurisdiction also
 - Housing data inventory and identification of data gaps
 - HASCO suggested they would like to hire an intern to work on this project
 - Bob Davis has had initial contact with the Gates Foundation about qualifying for a possible grant to support the IJHCSC – More information coming in the future
 - Work is also being coordinated with the reporting in CPP HO5
- Discussed budget and how to approach jurisdictions with the ILA
 - Developing the message about the benefits of the Organization
 - Get this done in time for jurisdictions to consider during budget process for funding in 2013
 - Create Information piece to get back in front of Councils – Get target dates from interested jurisdictions
- Next Meeting June 13, 2012 – May look to schedule a different day so that jurisdictions that have not been able to attend can participate. Also may need to meet sooner to meet budget schedules



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COMMITTEE REPORT

To: // Council
From: Rebecca Ableman, City of Lake Stevens, and other representatives
Date: //////////////////////////////////
Subject: 2013 Proposal for Interjurisdictional Housing Program

The proposed Interjurisdictional Housing Program will be described and the Council may give direction on next steps.

OVERVIEW

Affordable, good quality housing for working people, seniors, and others is an important issue in the Puget Sound region. Snohomish County Tomorrow, a city/county organization advising on growth management within Snohomish County, has asked that member local governments consider participating in an interjurisdictional housing program. The program is envisioned to be similar to “ARCH,” the program operated as a partnership by city and county governments in King County. Its first focus would be on technical assistance and coordination so that each community could get help in addressing the housing needs it identifies.

BACKGROUND

A feasibility study for an interjurisdictional housing program for the Snohomish County area was completed in 2009. (See the attached Executive Summary or, for the entire online report, go to: http://www1.co.snohomish.wa.us/County_Services/SCT/Links/Hsg_Feasibility.htm.) The study concluded that an interjurisdictional housing organization would fill a need to: (a) provide technical assistance to interested members on meeting housing goals and (b) help create more affordable housing in Snohomish County.

What would the interjurisdictional housing program do?

The program would have a different role than a housing authority or other existing organization. For example, it would focus on helping member local governments achieve their own housing objectives—in terms of identifying the type of local housing needs and specific tools that could be employed, as well as providing educational outreach and monitoring affordable housing progress, and also in terms of exploring ways to establish a future local housing trust fund or other mechanisms to create desired housing.

Possible activities (not in any priority order) for the program include the following:

- Identify strategies to address affordable housing needs that are specific to each participating jurisdiction’s goals

- Assist in preparing affordable housing components of comprehensive plans, as required by the State Growth Management Act
- Develop regulatory or incentive strategies to encourage development of affordable housing
- Serve as a liaison with non-profit and for-profit developers of affordable housing
- Write grant applications and carry out other forms of fundraising to support affordable housing
- Conduct educational outreach for elected and appointed officials and the public
- Monitor affordability conditions/restrictions for affordable housing units created through local incentive programs of member jurisdictions
- Explore the feasibility and timing of securing potential resources to create a local housing trust fund, which could be particularly helpful as economic conditions improve
- Pursue other housing opportunities and informational needs as they arise.

How would the program operate?

As a result of the feasibility study, Snohomish County Tomorrow (SCT) set up a task force to make recommendations about what an interjurisdictional housing program would accomplish and how to establish and fund it. In late 2009, the task force recommended to SCT that the program concept be approved and that volunteer members (assuming a “critical mass” exists) move forward with establishing the program in three phases:

1. Start-up phase (establishing organization, objectives, funding, and work program)—in 2010 + budget and agreements in 2011
2. Technical assistance phase (providing technical assistance to members)—starting no later than 2012 or 2013
3. Optional housing project phase¹ (participating in creation of housing projects, consistent with local goals)—possible in 2014.

The recommended program would be administered through the Snohomish County Tomorrow

Steering Committee, an existing organization comprised of elected official representatives within the county. Initial members would be those cities and the county that volunteer to be part of the program. The volunteer member governments would also serve as the program’s governing board. The program could be funded on a “proportional share” basis related to population size or a similar measure; in addition, state or SCT funding may be available. Some scenarios were developed to illustrate various possibilities for local contributions. (See “Cost Scenarios,” attached.)

Program support costs (such as an office from which to work, a computer, and other administrative needs) would be covered as a donated service, at least in the beginning, by an existing agency, such as the Housing Authority of Snohomish County, or by a willing jurisdiction. The program would start with one employee. Budget, work program, and direction would be decided by the program’s governing board during the first phase of the

¹ Whether the program moves into this phase depends on the members’ willingness to do so.

program. After that, the work would probably be focused on providing housing-related technical information and assistance to member local governments (phase two). In later years (phase 3), the program may participate in creating new affordable housing, consistent with local plans.

Currently, various city and county members of Snohomish County Tomorrow are beginning to discuss whether or how they want to participate in the Interjurisdictional Housing Program. A meeting to report and discuss these local decisions and to decide next steps will be held by the Snohomish County Tomorrow Steering Committee later this spring. So far, the cities of **Mukilteo, Mountlake Terrace, Lake Stevens, Snohomish, Marysville,** and **Edmonds** have indicated they intend to support and participate in the program—though with the caveat that enough other local governments would need to participate to make the program feasible. If enough SCT members choose to participate this year, their representatives could begin to work this summer on further defining the program and determining funding needs so that state funding could be sought in 2011 and each local member could propose, for their governing body's consideration, a budget amount for the next year that would allow the actual program to launch by 2012 or 2013.

A slide presentation on this subject will be provided at the Council's May 19 public meeting. (See attachment.)

OPTIONS AND NEXT STEPS

Three options for the Council's next steps are described below.

- A. No participation. Under this option, the Council would be signaling its Snohomish County Tomorrow representatives that the County does not intend to participate in any manner in the Snohomish County Tomorrow Interjurisdictional Housing Program.
- B. More information. Under this option, the Council would be signaling that staff should prepare more information about the Program for the Council to make a decision in the near future.
- C. Move forward carefully. Under this option, the Council would be signaling its intent for the Town to support efforts to establish the Snohomish County Tomorrow Interjurisdictional Housing Program, as proposed in the Feasibility Study, and participate at some level, provided that a critical mass of support for the program is established.
 - The Town's SCT Steering Committee representative would carry a message of the County's support back to the SCT Steering Committee.
 - Late this year—after the SCT task force has determined which members intend to participate in the program, what resources are available, and what the first year's work program will cover—specific finance options would be provided for each jurisdiction's consideration.

- A decision on future financial participation and next steps would be made by each local government in 2011, so that the actual program could launch by 2012 or 2013.

RECOMMENDATION

The SCT task force that has worked on this program has developed a recommendation that corresponds to Option C—namely, for each local government to select the “Move forward carefully” option. This option means that the Council would be providing direction to move forward with the Snohomish County Tomorrow process to establish the Interjurisdictional Housing Program in which Snohomish County Council would intend to be a participant. *However, a final decision on each jurisdiction’s participation would still be decided by each respective governing body as part of a future budget process and interlocal agreement process.* The following motion will accomplish Option C:

- Move to provide direction that the Town of Woodway participate in the Snohomish County Tomorrow process to establish the Interjurisdictional Housing Program and that an update on this program and options for financial participation be brought back for consideration when the information is ready.

ATTACHMENTS

- Executive Summary of Feasibility Study for Interjurisdictional Housing Programs
- “Cost Scenarios”
- Slide Presentation

Snohomish County Tomorrow Interjurisdictional Housing Program



WOODWAY TOWN COUNCIL

MAY 19, 2010

Order of Tonight's Presentation



- 1. GENERAL BACKGROUND**
- 2. SCT STUDY & PROPOSAL**
- 3. OPTIONS & NEXT STEPS**

Housing has many issues



For example:

- **Types & choices to meet diverse needs**
- **Adequacy & safety**
- **Sustainability**
- **Balance with jobs**
- **Proximity to jobs and services**
- **Affordability**

Affordable housing is more than a structure.

4



- Housing is affordable if a household can live in it without sacrificing food, health care, and other essentials.
- Housing “cost-burdened” – household earning less than the median county income and paying more than 30% of their income on housing (SCT and national standard)

Many whose work serves us or our children cannot afford to live near those workplaces.



- Sandra has three kids and earns \$41,000 per year as a teacher.
- Average rent, 3-br apartment where she teaches = \$1,395.
- To afford that rent, she'd need to make at least \$53,240.

Thousands of working families live in Snohomish County.



Average Pay: More than \$20,000 but Less Than \$35,000	More Than \$35,000 but Less Than \$50,000	More than \$50,000 but Less Than \$65,000 (Median Income)
School Bus Drivers	Most Teachers	Fire Fighters
Retail Sales People	Construction Laborers	Patrol Officers
Child Care Workers	Bus Drivers (Transit)	
Waiters, Waitresses	Dental Assistants	
Home Health Aides	Licensed Nurses	
23,800 households (74%) in this income bracket are cost-burdened.	17,100 households (51%) in this income bracket are cost-burdened.	15,800 households (44%) in this income bracket are cost-burdened.

Affordable housing needed is everywhere in Snohomish County.

Unmet Housing Need: 55,400 Cost-Burdened Households in 2000

Arlington	1,217	Marysville	2,481
Bothell	896	Mill Creek	949
Brier	365	Monroe	1,099
Darrington	144	Mountlake Terrace	2,227
Edmonds	3,951	Mukilteo	1,256
Everett	12,239	Snohomish	831
Gold Bar	199	Stanwood	412
Granite Falls	249	Sultan	360
Index	9	Woodway	40
Lake Stevens	1,933	Unincorp. Urban	14,969
Lynnwood	3,836	Unincorp. Rural	6,791

Inter-Jurisdictional Affordable Housing Program Feasibility Study



**REPORT AND RECOMMENDATIONS
PRESENTED TO
SNOHOMISH COUNTY TOMORROW**

JUNE, 2009

Aim of the Study



“WHAT KIND OF INTER-JURISDICTIONAL PROGRAM, FOR EXPANDING AFFORDABLE HOUSING OPPORTUNITIES IN SNOHOMISH COUNTY, WOULD BE “FEASIBLE” (I.E. SUCCESSFUL AND WORTH DOING)?”

Key Findings



- Need growing everywhere in Snohomish Co., faster than expected.
- Some officials interested in creating an inter-jurisdictional program.
- Handful of successful models.
 - Creation of new capital resources (e.g., trust fund)
 - Collaborative planning and technical assistance. (“TA”)

More Key Findings



- **New local trust fund not workable at this time, but collaborative planning and TA could be useful.**
- **No apparent champion for this among jurisdictions or individuals.**
- **New, dedicated staff capacity needed for meaningful collaboration.**
- **Business community sees need for diverse housing mix, but not a high priority.**

Puget Sound Example



- **ARCH (A Regional Coalition for Housing)**
 - Created in early 1990s by “Citizens Affordable Housing Task Force”
 - A voluntary organization, which began with just 3 cities + King County
 - Has now grown to include 15 cities + King County
 - Since 1993, provided technical assistance to members and funded \$27 million in projects

<http://www.archhousing.org/>

BASIS OF “ARCH” in King County



- Growing need for affordable housing.
- Current delivery system has many gaps.
- Increased local government support compliments efforts of private sector housing developers.
- Local governments that work together can be more effective.

Conclusion



A NEW, *VOLUNTARY* INTER-JURISDICTIONAL PROGRAM COULD BE EFFECTIVE IN SNOHOMISH COUNTY *IF* FOUR THRESHOLD CRITERIA ARE MET:

- “Critical mass” of participating jurisdictions.
- Funding commitments for 24 months of staff support.
- Host agency for administrative support.
- Agreement on who the program will serve and how it will be governed.

Proposed Governance



- **Voluntary, inter-local agreement.**
- **Semi-independent governing body, appointed by participating jurisdictions**
- **Advisory board(s) as needed.**

Proposed Outcomes



- **Achieve affordable housing goals of participating jurisdictions, focused on:**
 - Expanding affordable housing opportunities:
 - ✦ Home ownership for households \leq median income.
 - ✦ Rental housing for households $\leq 50\%$ median income.
 - Where greatest need exists and provides adequate access to employment, education, shopping, services, amenities, and transit.
 - Supporting safe neighborhoods and stable property values.
 - Locally-identified needs.

Proposed Resources



- **One full-time staff person**
 - ...depending on number, size, and resources of jurisdictions.
- **Operating funds from participating jurisdictions and grants/state appropriations.**
- **Long-range objective: new local funding source for projects.**

Proposed Activities



- **Focus on variety of technical assistance, education, and planning activities, such as:**
 - Comprehensive plan housing elements.
 - Regulatory or incentive strategies.
 - Funding development.
 - Knowledge base of public, local officials, and staff.
 - Share information across jurisdictions.
 - Monitor results.

SCT

Steering Committee Actions



- 1. ACCEPT REPORT AND**
- 2. AGREE TO CO-CONVENE AN IMPLEMENTATION TASK FORCE**

Implementation Task Force



- **SCT and Housing Consortium co-convene.**
- **Include reps of interested jurisdictions, along with other public and private stakeholders.**
- **Resolve 4 conditions for success.**
 - Critical mass.
 - Operating funds for 24 months.
 - Host agency.
 - Define common purpose and governance structure.
- **Use program proposal as discussion draft.**
- **May take a full year.**

Interim Task Force Recommendations



- **Get cities support – who will join**
- **Funding – (See scenarios) Representative Llias committed to helping group obtain state seed money-2011 budgeting**
- **Housing Authority of Snohomish County offered back office support**
- **Initial jurisdictions set up program – 6-8 months (bylaws, goals, governing structure, etc.) – Arm of Snohomish County Tomorrow (SCT)**

COST SCENARIOS FOR INTER-JURISDICTIONAL HOUSING PROGRAM

DRAFT -- May 8, 2009

		Scenarios 1-6 include County participation in program						Scenarios 7-8 do not include County participation	
		Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8
		1L, 1M, 1S	1M + 5S	1L, 1M, 1S	1M + 5S	1L, 1M, 1S	1M + 5S	1L, 2M, 2S	1L, 2M, 2S
Population Served:	Est. Pop.	475,000	435,000	475,000	435,000	475,000	435,000	200,000	200,000
Unincorporated County	325,000	325,000	325,000	325,000	325,000	325,000	325,000	-	-
Large Size City (L)	100,000	100,000	-	100,000	-	100,000	-	100,000	100,000
Medium Size City (M)	35,000	35,000	35,000	35,000	35,000	35,000	35,000	70,000	70,000
Small Size City (S)	15,000	15,000	75,000	15,000	75,000	15,000	75,000	30,000	30,000
Total Funding Needed		\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Leveraged Funds*		\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 80,000	\$ 80,000	\$ -	\$ 80,000
Unincorporated County		82,105	89,655	47,895	52,297	27,369	29,887	-	-
Large City		25,264	-	14,737	-	8,421	-	60,000	20,000
Medium City		8,842	9,655	5,158	5,632	2,947	3,218	21,000	7,000
Small City		3,789	4,138	2,211	2,414	1,263	1,379	9,000	3,000
Est. Resident Cost per Capita		\$ 0.25	\$ 0.28	\$ 0.15	\$ 0.16	\$ 0.08	\$ 0.09	\$ 0.60	\$ 0.20

* Leveraged Funds could include federal CDBG pass-through, state allocations and/or philanthropic contributions.

ASSUMPTIONS FOR COST SCENARIOS

- 1 The program budget does not initially include a housing trust fund for capital development, only support for staff workplan
- 2 A host agency provides no-cost or substantially below-cost office space and back-office support
- 3 One FTE is hired at \$85,000 + 30% benefits
- 4 Other miscellaneous costs (travel, supplies, insurance) are about \$10,000 per year
- 5 Total costs are about \$120,000 per year including Assumptions 2, 3, and 4 above
- 6 Leveraged Funds may include federal CDBG pass-through contributions, State and/or philanthropic funding
- 7 Approval of State funding would require action by the State legislature in the 2010 session (included as leveraged funds)
- 8 Membership dues are assigned on a per capita basis for the remainder of the budget (after Leveraged Funds)
- 9 The County's per capita dues (if the County participates) are based on the population of the unincorporated county
- 10 The federal CDBG pass-through contribution does not count towards the County's per capita dues

Town's Options & Next Steps



AS OF MARCH 1, 2010

Options



- A.** Do not participate in Interjurisdictional Housing Program
- B.** Do not participate *financially*—be only an observer
- C.** Move forward carefully to participate in the program through Snohomish County Tomorrow

Status of Other Cities Deciding to Participate

Decided to participate:

- Lake Stevens
- Mukilteo
- Mountlake Terrace
- Marysville
- Snohomish
- Edmonds

Under consideration*:

- Other jurisdictions



** As of Early May 2010*

Next Steps



- **Tonight – Council may provide direction on Town’s participation in establishing program thru SCT**
- **March-June – SCT member jurisdictions to make commitment decision**
- **Summer-fall – Council to consider specific amount of financial participation as part of budget process**
- **July-December – If enough participants, SCT members to begin working together to set up program**
- **2011 – If adequate funding, program to begin operation**

Options



- A.** Do not participate in Interjurisdictional Housing Program
- B.** Do not participate *financially*—be only an observer
- C.** Move forward carefully to participate in the program through Snohomish County Tomorrow *

* *Option C –recommended*

Recommendation



The Council may support Option C by the following motion:

Move to provide direction that the Town participate in the Snohomish County Tomorrow process to establish the Interjurisdictional Housing Program and that a recommendation on financial participation be brought back for consideration later this year.



Questions?
Discussion?



**Council's Direction on
Options?**