

Sand Point Housing Advisory Committee

Meeting Agenda

Wednesday, February 4th 2009, 6pm-7:30pm

- ✓ **Present: Kira Zylstra, Karen Ko, Lynn Ferguson, Alan Castle, Mary Savage, Sherwood Dickie, Marcia Brown.**

- ✓ **Phase II Development Update**
 - **Historic Review:** The historic review for Stage 1, Site B has been completed and approved. This site is adjacent to the Sand Point Historic District and so must undergo the appropriate review process which consists of a three-stage process conducted by the Sand Point Historic Preservation Coordinator, Entrix, Inc.. The stages are:
 - A – Initial inventory and review
 - B – Additional review and consultation on design elements
 - C – Additional review and decision by Washington OHPThe Parks Department and others in the neighborhood has recently been discussing the possibility of nominating Magnuson Park as a Seattle Landmark and on the National Register of Historic Places. It was asked how this would change that review process for the second site for construction. We do not know exactly how the process would change but we do know that it would most likely entail a longer review process and a higher cost associated. On the other hand, there may also be certain tax breaks associated with the National registration. With the historic review and interests of the historic district in mind, the new designs for the buildings on Site B do include some amount of brick on the west facing exteriors. There will be some brick and some siding which will slightly resemble the look of the Youth Homes on 62nd Ave. This should blend well with all of the current housing buildings and fit with the historic preservation plan.

 - **Design Process:** The Early Design Guidance (EDG) took place on January 5th of this year. This meeting is part of the Department of Planning and Development's process for design review. Every new project in Seattle must secure a Master Use Permit from the DPD and undergo this process. Solid Ground expects to submit the application for the Master Use Permit (MUP) in early to mid March. The following couple months will be a back and forth with the DPD (submission of the MUP, response, resubmission, etc). At

least a few of the Sand Point Housing Advisory Committee members were able to attend the Early Design Guidance meeting and had some feedback. Alan and Sherwood made comments supporting the inclusion of housing veteran families in this first stage of units and others supported these comments. Solid Ground does wish to serve veteran families (and individuals in the next stage of construction) but units are not designated to any one population. There were also comments made about the wish for brick exterior to mesh with the historic buildings already on site. Lynn asked about green design and mentioned that there was not much talk of this at the EDG. For example, would we be making use of rain water and downspouts in gardening features or try to maneuver water into the wetlands currently being restored in the park? The specifics of these types of plans have not yet been discussed but there are many possibilities. Besides the EDG, there was also a charrette held in January which included the architect, the developer, landscapers, parks staff and others with the purpose of reviewing the Evergreen Sustainability Criteria. This process discussed the Green development plan, water conservation, and energy efficiency among other things. We will be sure to have the architects discuss this with the group the next time they attend an Advisory Meeting.

Another mention from the group was about the increased number of children that will be living in the neighborhood. The first 52 units alone will mean at least 100 more kids will be living at Sand Point. It will be important to notify the school district before they move in.

- **Timeline:** The timeline for the project is as follows:

Stage 1, Site B

Stage 2, Sites B and C

City of Seattle Application – Done	City of Seattle Application – April 2010
State Funding Application – Done	State Funding Application – Sept 2010
Tax Credit Application – Submitted	Tax Credit Application – Jan. 2011
Begin Construction – Fall 2009	Begin Construction – Fall 2011
Rent-up begins – Dec 2010	Rent-up begins – Dec 2012

Stage 1, Site B consists of 52 units for families with children. There will be 2, 3, and 4 bedrooms all on one site for families moving directly out of homelessness.

Stage 2 will consist of 34 units for single adult men and women on Site C and 20 additional units for families with children on Site B. The new units will be transition-in-place units and applicants must be low income and currently homeless. We anticipate that the referrals and applicants will be similar to the populations being served now at Santos Place and Family Housing.

✓ **Phase II Financing Update**

- **Public Funding Sources:** There are three major funding sources that Solid Ground is seeking to develop this project. We apply separately for each of the two stages of construction. We will not begin to apply for Stage 2 until April 2010.
For Stage 1, Site B:
The City of Seattle awarded \$4.75M in June 2008
The State Housing Trust Fund awarded \$2.5 in Dec. 2008, and
We have submitted our application for Federal Tax Credits and are awaiting that decision.
- **Private Funding Sources:** The year-end results show that the Capital Campaign for Phase II has already raised nearly \$2.5M from private sources including, individual donors, Medina Foundation, Microsoft, Plymouth Housing Group, the Brettler Family Foundation, and others.
- Overall, the 3-year \$30M Capital Campaign raised \$10M in its first year. The Campaign is well on track to reach its goal.
- Some comments and suggestions on the Campaign efforts included reaching out to Seattle's professional sports teams and trying to utilize the money that is coming from Federal sources to go to the housing crisis. The economy is a high profile issue and the creation of housing is an important need right now.

✓ **Advisory Committee Membership**

There are currently 12 different community groups or agencies that have representation on this committee. Some of those are at a point of transition and choosing a new person to attend these meetings. Kira will continue to work with all of the groups represented to make sure that there is a current member to attend these meetings.

It was mentioned that representation from the Parks Department seems to be very important because many of the issues discussed directly impact the parks staff and buildings. Magnuson Park has an ex-officio position on the Advisory Committee; however, there have been scheduling conflicts. Kira will talk to the staff about how we can make it easier to keep connected with this Committee.

Also, there are only 3 neighborhood councils at this time that have representatives on the Advisory Committee. Kira will contact Jeannie Hale to put an announcement out to the NEDC about other neighborhoods joining the committee. A wide level of participation helps the purposes of the Advisory Committee, so we will continue to work on that.

✓ **Committee Member Questions/Comments**

Question: Do all residents receive a written receipt for rent paid? Has this been a problem before?

Answer: Yes all residents receive receipts for all payments made. Solid Ground contracts with Quantum Management Services to perform the

property management duties. The property manager uses software specifically for tracking tenant rent rolls and billing and immediately prints receipts from this software. If for any reason that receipt is not available, a hand-written receipt is provided. At one point, a problem did arise that receipts had not been given. This was not ongoing and once our staff became aware of the problem, it was remedied as quickly as possible. Property Management staff and Solid Ground program staff meet weekly to discuss any issues of concern to ensure that in the future these types of problems do not occur or go unnoticed.

Question: Has Quantum Management had three separate property managers in the two years that they have been the property manager for Sand Point? And if so, why?

Answer: Quantum has been the property manager for 2 years and there have been two staff changes. None of these changes were highly unusual, both cases were because the staff member took another job. As staff, we understand that regular turnover of staff does make it more difficult to run the programs as efficiently as we'd like which is why we have continued to hold the regular meetings between Solid Ground staff and Quantum staff to try to eliminate any lack of coverage during a turnover. At this point, the current Property Manager has been here for over six months and is doing a very good job of performing the property management duties consistently comprehensively. She has worked with the programs in a different capacity over many years and has a great understanding of the needs of those living in transitional housing at Sand Point.

Question: Could this group (the Advisory Committee) be given some sort of regular report on the project such as occupancy reports, finance statements and/or audits?

Answer: We will work on ways to share information with the Advisory Committee about the status/progress of the Sand Point programs. In May of 2009, Solid Ground will have completed a year of ownership and an audit will be done around that time.

Overall, there is an interest from the Advisory Committee members to not only engage in the development process for the new housing at Sand Point, but to keep informed on the current programs to know when special attention may be needed or when they can foster support from their neighbors. Kira will continue to invite staff from the various programs of Sand Point to these meetings for regular updates and discussions.

- ✓ **Next Meeting: Wednesday, April 1st, 2009**
 - **We have agreed to meet every other month on the 1st Wednesday at 6pm.**