

MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



AFFORDABLE HOUSING BOARD

REGULAR MEETING

November 3, 2022, 4:00-6:00pm

Remote/Online via Zoom due to COVID-19

CALL TO ORDER

At 4:03 PM the meeting was called to order by John Singleton

1. ROLL CALL

DocuSigned by:
Sue Beck-Ferkiss
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- **Board Members Present:** John Singleton, Bob Pawlikowski, Seth Forwood, Sheila Seaver-Davis and Jennifer Bray
- **Board Members Absent:** Stefanie Berganini, Kristin Fritz
- **Staff Members Present:**
 - Sue Beck-Ferkiss, Staff Liaison – City of Fort Collins
 - Meaghan Overton, Social Sustainability – City of Fort Collins
 - Marcy Yoder, Neighborhood Services – City of Fort Collins
 - Hannah Tinklenberg, Minutes – City of Fort Collins
- **Guests Present:**
 - Marilyn Heller
 - Lisa Cunningham

2. AGENDA REVIEW – No changes.

3. CITIZEN PARTICIPATION – None.

4. APPROVAL OF MINUTES

Bob Pawlikowski moved to approve the October minutes.
Seth Forwood seconded. Approved 4-0.
Jennifer Bray abstained due to absence at the October meeting.

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5. NEW BUSINESS

- **Board Member Introductions**
 - Board members introduced themselves to new board member, Sheila Seaver-Davis.
- **Renter Programming – Marcy Yoder, Neighborhood Services**
 - 2023 Council Timeline
 - Rental Housing – first reading January 17
 - Occupancy Work Session – January 24
 - Rental Housing – second reading February 7
 - Occupancy – first reading March 7
 - Occupancy – second reading March 14
 - Overview/Key Points of Rental Housing Strategies:
 - Part of Housing Strategic Plan Implementation with alignment on the following strategies from the Housing Strategic Plan:
 - Strategy 20: explore the mandated rental housing license registry program.
 - Strategy 21: revising current occupancy code around family definitions and re-calibrate policy to support stable, healthy, and affordable housing, citywide.
 - Strategy 26: develop small landlord incentives program.
 - Alignment with goals within Our Climate Future and current City Plan.
 - Challenge according to Housing Strategic Plan: housing policies have not consistently addressed housing stability and healthy housing (especially for people who rent).
 - Community engagement included renters, neighborhood groups, HOAs, landlords, realtors, property managers, City departments, and Council.
 - Rental Housing Task Force created summer 2022 with broad spectrum of representation, a third party facilitator, and met for a total of 20 hours between March to August 2022.
 - Existing Conditions:
 - 40% of all housing in Fort Collins is renter-occupied (38,088 units).
 - About 90% of landlords/property owners own only one property, in addition to their residence.
 - Stakeholder surveys indicated support for proposed strategies and a rental industry questionnaire highlighted themes and concerns with the City creating rental regulations.
 - Potential next steps were presented in a Council work session and included task force and staff recommendations.

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- DISCUSSION:
 - How does the City plan to implement and message the rental licensing registry? And is there any intent to monitor pricing increases?
 - Will include a lot of education and outreach with support from the CPIO to help with the messaging around providing safe, healthy units for all renters.
 - Development of an annual renewal application, annual fee, and inspection process that might provide some insight on average rent costs, types of units, etc.
 - Team is exploring what information would be beneficial to collect and what is legally acceptable.
 - The City is not allowed to regulate rents in any way.
 - Currently, there is no consideration to create a searchable database of rentals.
 - There is a strong interest in educational components for both tenants and landlords (especially for landlords that own only one rental unit) with continued support to know and understand fair housing laws, tenant rights and responsibilities, and access to rental resources.
 - Short-term rentals are not part of this program.
 - There will be an initial enrollment application in which the City will issue a certificate followed by annual notifications to update and complete the renewal application (this will be housed in an online portal/platform). Enrollment is mandatory with various levels of enforcement.
 - The team has not explored how the fees might cause implications that might trickle down to the tenants.
 - Marcy will return on February 3 to discuss occupancy. Prior to the meeting, Marcy will provide materials to help inform the board's recommendation.
- **Housing Strategic Plan – Meaghan Overton, Social Sustainability**
 - City Council voted 5-2 on November 1 to adopt the Land Development Code and as part of the process, they adopted a number of changes taking effect in January 2023. Meaghan provided a brief overview of each of those changes.
 - DISCUSSION:
 - It is not yet known whether the extension of deed restriction could create some unintended consequences. Ultimately, Council is committed to resolving major issues should there be unintended consequences with extending deed restrictions to ninety-nine years, however felt that it was important to get the maximum time they can get on affordable units.

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- There are a lot of steps that still need to be taken to address incentives on the affordability of rentals and homeownership, starting with looking at the Land Use Code.
- When the City looks at funding needs, dedicated housing revenue is a place that could create or support a program for more affordable housing.
- The primary focus for the next two months is to ensure changes to the Land Development Code are rolled out effectively by January 2023. Funding is available to complete the code. Adjustments are made annually, and staff will watch closely to recalibrate and make adjustments for improvement as needed.
- **Affordable Housing Board Work Plan**
 - The AHB Work Plan is due to the Clerk's Office in November.
 - The 2023 work plan is very similar to last years but does incorporate some changes and new ideas (e.g. develop a program to support current residents rather than only focusing on growth management).
 - The December meeting will be used to focus on plans for 2023 and talking about topics and ideas the board would like to do in addition to general expectations.
 - **DISCUSSION:**
 - Board members expressed the need for more discussion time, opportunity to share opinions/feedback, and being physically present at Council meetings to advocate for affordable housing.

Bob Pawlikowski moved to accept the 2023 AHB Work Plan.

Jennifer Bray seconded. Approved 4-0.

Seth Forward left the meeting early, therefore did not cast a vote.

- **Board Member Ideas: Time to share innovative ideas, hot topics, or new research.**
 - **DISCUSSION:**
 - The Board expressed thoughts and opinions to consider the impact on homelessness of the affordable housing decisions made by the board. Specifically looking at AMI percentages and AMI accessibility knowing that there is a growing affordability challenge in Fort Collins. What are the strategies and incentives that can be put in place to focus on 70-120% AMI and 0-30% AMI rather than only focusing on 30-60% AMI units.
 - The City is responsible for being responsive to new projects, not building them ourselves, and it's very complicated to get that mix of AMI units to work for projects. When projects come to the City, they usually already have that AMI mix

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in place, making it even more difficult to make changes.

- Brittany Depew is charged with homelessness policy and can provide an update in March or April 2023.
- Sue is looking into the ability of creating a fully public Microsoft Teams channel to communicate and share information to be used as a permanent record to go back on.

6. Board Member Reports

- **Meeting Logistics**
 - The December 1st meeting will be setup for hybrid attendance.
- **Liaison Reports**
 - None

7. Staff Member Reports – None.

8. OTHER BUSINESS

- City Council 6-month planning calendar review
- Council Comments – Who, what?
- Review 2022 Work Plan
- Update on Affordable Housing Projects
- Future AHB Meetings Agenda

9. ADJOURNMENT

Meeting adjourned at 6:05 PM