



AFFORDABLE HOUSING PLAN STEERING COMMITTEE

Wednesday, January 15, 2020

7:00 PM

Lorraine H. Morton Civic Center, 2100 Ridge, Parasol Room 4900

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES:** November 13, 2019
- 3. COMMUNITY OUTREACH & ENGAGEMENT PLANNING:**
 - a. Review committee assignments**
 - b. Share experiences with one-on-ones and small group meetings**
 - c. Discuss outreach priorities**
 - d. Establish timeline**
- 4. PUBLIC COMMENT**

Comments/input on the Affordable Housing Plan may also be submitted to housingplan@cityofevanston.org
- 5. NEW/OLD BUSINESS**
 - a. Confirm next committee meeting date – February 12, 2020**
 - b. Discuss condo deconversion moratorium**
 - c. Other**
- 6. ADJOURNMENT**

Next Meeting: TBD

Members of the public are welcome to speak at Affordable Housing Plan Steering Committee meetings. Those wishing to speak should sign their name and check the box on the sign-in sheet indicating their desire to provide Public Comment. **If there are five or fewer speakers, fifteen minutes shall be provided for Public Comment. If there are more than five speakers, each individual shall be allotted no more than three minutes for public comments.**

As part of the Steering Committee agenda, a period for public comments shall be offered at the end of each regular Steering Committee meeting. Public comments will be noted in the Steering Committee Minutes and become part of the official record. Steering Committee members do not respond during Public Comment. Public Comment is intended to foster dialogue in a respectful and civil manner. Public comments are requested to be made with these guidelines in mind.

Individuals may also submit comments in writing to housingplan@cityofevanston.org

Order & Agenda Items are subject to change. Information about the Affordable Housing Plan Steering Committee is available at: www.cityofevanston.org/government/agendas-minutes. Questions may be directed to Savannah Clement at 847.448.8679.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact Savannah Clement at 847.448.8679.

La ciudad de Evanston está obligada a hacer accesibles todas las reuniones públicas a las personas minusválidas o las quines no hablan inglés. Si usted necesita ayuda, favor de ponerse en contacto con la Oficina de Administración del Centro a 847/866-2916 (voz) o 847/448-8052 (TDD).

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MEETING MINUTES



AFFORDABLE HOUSING STEERING COMMITTEE

Wednesday, November 13, 2019, 7:00 P.M.

Lorraine H. Morton Civic Center, Parasol Room

Present: Chair Michael Roane, Ellen Cushing, Corina Boeckeler, Rodney Orr, Uri Pachter, Timothy Stroh, Ald. Eleanor Revelle, Stephanie Murray

Absent: Sarah Delgado, Stephanie Gerberding, Christopher Rothwell

Staff: Quentin Crane, VISTA Housing Associate, Marion Johnson, Housing Intern. Sarah Flax, Housing and Grants Manager (by phone)

Guest speakers: Tom Lenz and Wendy Siegel, Millennia Consulting

Call to Order

Chair Roane called the meeting to order at 7:02 PM with a quorum present.

Approval of Meeting Minutes: October 16, 2019

Uri Pachter moved approval of the minutes as presented, Stephanie Murray seconded the motion; minutes were approved unanimously.

Community Outreach & Engagement Planning

Tom Lenz, Millennia Consulting led a short conversation about a Citylab article: "[Minneapolis Saw that NIMBYism has victims too](#)". Committee members discussed their takeaways from the article. Michael Roane shared that the inclusion of equity in the conversation on housing was interesting and commented on a point from the article stating that zoning can sometimes be used as an extension of redlining policies. He noted the link to the recent redlining exhibit at the City Hall. Uri Pachter mentioned it was interesting how Minneapolis used an iterative approach to tackle the housing challenges but was also able to enact major change within 5 years. Committee members discussed the major single-family zoning changes Minneapolis enacted, the fact that Minneapolis decided to enact it throughout the city rather than in specific areas, and the possible conflicts with landmark and preservation districts.

Mr. Lenz reviewed with the group the assignment sheet for community interviews and focus groups scheduled to take place in the next 2 months. Mr. Lenz reviewed Millennia Consulting's assignment and received committee members' agreement on the schedule and list of interviewees. Ellen Cushing requested the dates and times of the Millennia assigned groups so that committee members could sit in and learn how to run a focus group.

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The committee then reviewed the full list of assignments planned so far by the members, adding and volunteering for additional interviews and groups. Committee expressed a desire to ensure that interviews and focus groups reached residents from every ward. The committee agreed to pair up for focus groups to ease note-taking and feedback gathering and discussed going through city staff to organize such pairings based on availability. City staff also volunteered to help find meeting locations and provide printouts for the meetings. Committee members agreed they wanted to meet again next month to check progress on the interviews and focus groups.

Wendy Sieger provided some tips on how to run a small group meeting, such as establishing general participation rules, making sure everyone gets to participate and share their feedback, or using a visual aid to keep track of feedback and notes such as a poster board.

The committee went over the documents to be used as a tool during the interviews and discussed a few edits. City staff confirmed they would get the agreed-upon edits done.

Public Comment

Toni Ray from Joining Forces for Affordable Housing / Connections for the Homeless and Interfaith Action commented that lots of people, including people their organization serves, are living in housing that cost them 50% or more. Many of them come to get food at the produce mobile because they spend so much on housing they cannot afford groceries. Ms. Ray noted that the committee was meeting with residents of the YMCA Men's residence but that shelter is only for men. She mentioned that First United Methodist Church and Connection for the Homeless was discussing creating a shelter for women and that it would be good to get feedback from women with housing instability issues as well. Ms. Ray suggested reaching out to Family Promise and YWCA to get feedback.

New/Old Business

December 18th and January 15th at 7 PM were confirmed as the next meetings date.

Adjournment

There being no further business before the committee, Ms. Revelle moved to adjourn at 8:32 PM, Ms. Murray seconded the motion and it was approved unanimously.

Respectfully submitted,
Marion Johnson, Housing and Grants Intern

Evanston Affordable Housing Plan Steering Committee

January 15, 2020 Meeting Agenda

Meeting Goals:

1. To set the calendar for completing the outreach phase of the planning effort.
2. Mindful of the work that has been done, prioritize the remaining outreach meetings and focus groups, who will do them, and when they will be completed by.

Agenda

1. Possible schedule for completing the outreach work by March 31, 2020 (15 minutes)

<u>Action step</u>	<u>Complete by</u>
a. Conclude all individual and group meetings	February 15, 2020
b. Survey is live	?
c. Initial themes/findings identified	March 1, 2020
d. Plan and hold public meeting	March 1 to 15, 2020
e. Final engagement report written	March 31, 2020

2. Overview of completed relational work (30 minutes)
 - a. Meetings completed/scheduled by Millennia Consulting
 - b. Meetings completed/scheduled by the Committee and City staff
3. Priorities for remaining relational work (30 minutes)
 - a. Who else needs to be met with individually or as a group?
 - b. Who will contact them and by when?