



## City of Falls Church - Housing Commission

### MINUTES

**PURPOSE OF MEETING:** *The five-member Commission is appointed by the City Council for three-year terms. The Housing Commission maintains awareness of housing needs and opportunities, including affordable housing; proposes housing policy initiatives and changes; investigates fair housing complaints and conciliates these complaints; mediates conflicts relating to the Virginia Residential Landlord & Tenant Act and offers reconciliatory services in conflicts relating to other housing laws.*

**DATE OF MEETING:** April 11, 2023

**PLACE OF MEETING:** In Person (City Hall Dogwood Room) w/ Virtual Option

**MEETING CALLED TO ORDER BY:** Meredith Anderson at 6:34 p.m.

**THOSE PRESENT:**

<b>Commission Members</b> Meredith Anderson – Chair Jordan Hicks – Vice Chair Hannah Jordan Justine Underhill Grayson Timoner(virtual) <b>City Council Liaison</b> Letty Hardi	<b>Guests</b> Phil Duncan, Council Member (Virtual) Caroline Lian, Council Member (Virtual) Chris Weir, Wesley Housing (virtual) <b>Staff</b> Kayleen Mark Brenden Woodley Leslyn Barrow
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1. Call to Order – Chair Meredith Anderson
  - a. Call to order at 6:34 by Jordan Hicks
2. Roll Call – Chair Meredith Anderson
  - a. Meredith Anderson moved to allow Grayson participate in the meeting electronically
  - b. Jordan Hicks, second motion
  - c. Motion passed
3. Approval of Minutes – Chair Meredith Anderson
  - a. Reviewed minutes
  - b. Hannah Jordan Moved to approve,
  - c. Jordan Hicks seconded
  - d. Motion passed

4. Public Comments – Chair Meredith Anderson
  - a. Justine Underhill gave several public comments
    - i. She visited rental properties and noted trash pickup differs for Single-family homeowners vs renters
    - ii. Spoke to tenants at Park Towers condos: There is HVAC rehab/upgrade work being completed at property and many tenants were taken by surprise
      1. There is a financial hardship for some in building to pay for their share of the HVAC but they are unable to afford
      2. Question of is there a relief program for those with those requests?
    - iii. Suggested figuring out with demographics what is needed in the City in the future for seniors, 3 bedrooms etc.
    - iv. Leslyn commented that there is the real estate tax relief and rent relief for residents to try to apply for relief based on their income and assets
5. Va Village Update – Wesley Housing
  - a. Chris Weir presented:
    - i. Closing is the focus and anticipates closing June 27
    - ii. Wesley working with GC for budget
    - iii. 310 S Maple 3 Month construction, other buildings are 2 months apart, staggered
    - iv. Justine Underhill - Do we have contact with the other VA Village owners?
      1. Brenden Woodley - Yes
6. Unhoused Support Goal – Commissioner Hannah Jordan
  - a. Hannah Jordan - can we use Fairfax water space? Also wants to tour the space?
  - b. Brenden Woodley - the space is currently being reviewed by the City Manager and planning
  - c. Meredith Anderson - Maybe use as a day center
    - i. Leslyn Barrow - programs exist with church, baileys, LAMB center, might not be much interest in a day center
    - ii. Hannah Jordan - doesn't have to be just for homeless
  - d. Meredith Anderson asked Hannah Jordan to draft a statement to Wyatt
7. Affordable Homeownership Program Update – Staff Brenden Woodley
  - a. Currently have 3 units
  - b. Unable to get 3-bedroom units
  - c. Priority is to get the current units filled
  - d. For the CFCAHP we have 3 households that submitted the requested documents to be placed on the ready to buy list
  - e. However, we had to reach out to lenders to complete a form that is specific to the information we need.
  - f. HHS has a few more applications and are discussing creation of a policy for the program that we can share with the public
8. Housing Update – Staff Kayleen Mark
  - a. Noted pest issues with the Merrill House and short notice for repairs
  - b. Caroline Lian - Discussed approach as a Housing Specialist
  - c. Meredith Anderson - If complaints increase, City should increase its response
  - d. Updates on vacancies and trouble with leasing out some units

- e. Kayleen Mark would like to change the grace period, will update and vote in next meeting
  - i. Wants to change to 180 days
- f. Meredith Anderson - How would we implement the tax credit policy
  - i. Caroline Lian - Might be worth changing the policy to 'use restriction' vs AMI (current)
- 9. Affordable Housing Report/ HC Bi-Annual Update – Staff Brenden Woodley
  - a. Brenden Woodley - Asked for comments on the Affordable Housing Report.
    - i. Final review by 4/14 COB
  - b. Meredith Anderson - discussed the HC annual report
    - i. Brenden Woodley - Asked for final version by 4/17 COB
  - c. Grants for CDFI FHFA - Duty to serve, Sandra Thompson
  - d. Caroline Lian - For assistance with High School Interns, s/w Renden Davis
- 10. Steve Sprague Housing Champion Award for Affordable Housing Advocacy Event Coordination – Staff Brenden Woodley
  - a. HC insisted that the event should be on May 9th, Awardee can participate on the 8<sup>th</sup> with Council photo ops
  - b. Would rather have two separate days, either City Council 8th or 22nd
  - c. Reception 6-7 then meeting start at 7
- 11. Accessory Dwelling Units Planning Meeting Debrief – Commissioners Justine Underhill & Grayson Timoner
  - a. Justine Underhill to meet with Eugene Perez
- 12. Reserve spot on Housing Commission for Renter – Commissioners Grayson Timoner
  - a. Meredith Anderson - can HC send a statement to the appointment's committee
  - b. Grayson Timoner to prepare a statement to send to appointments committee on Council
- 13. Other
  - a. League of Women/Falls Church Forward will be talking about how to make housing livable for seniors
  - b. English Empowerment Center - Jobs Opportunities Fair
    - i. Looking for language assistance
- 14. Adjourn - 8:28 PM

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