

KING COUNTY GROWTH MANAGEMENT PLANNING COUNCIL

AGENDA TITLE: Affordable Housing Committee Draft Charter and 2019 Work Plan

PRESENTED BY: Interjurisdictional Staff Team (IJT)

Topics for Discussion:

This is a follow-up discussion from the November 28th GMPC meeting when King County Councilmember Claudia Balducci briefed the members on the Regional Affordable Housing Task Force findings and actions. The Regional Affordable Housing Task Force's Five-Year Action Plan recommends the creation of an ongoing structure for regional collaboration in the form of a subcommittee of the GMPC known as the Affordable Housing Committee (AHC). The GMPC will review and provide input on the draft Charter and 2019 Work Plan for the AHC.

Background

In fall 2016, the King County Council called for a regional planning effort to address housing affordability.¹ The County Council and Executive worked together to establish a Regional Affordable Housing Task Force and associated Standing Advisory Panel and appointed members to the Task Force.²

As provided for in Motion 14873, the objectives of the Regional Affordable Housing Task Force were to:

1. Assess the current state of regional housing affordability in King County, including ongoing efforts by jurisdictions;
2. Develop a recommended statement of intent to address the regional housing affordability crisis in King County;
3. Identify collective tools and actions that can be taken at the regional level to create more affordable options where needed and preserve affordable housing where it exists today, which could include a recommended plan for new partnerships, local strategies, regulatory reform, and funding approaches that include, but is not limited to, evaluating a countywide sales tax levy under RCW 82.14.530;

¹ Motion 14754

² Motions 14873 and 14874

4. Develop a recommended state legislative strategy to address issues relating to affordable housing and homelessness; and
5. Develop a dashboard for displaying region-wide progress in meeting the Countywide Planning Policies.

The task force was composed of 12 elected officials: six from King County, two from Seattle, and four from other cities. The task force first met July 14, 2017 and met nearly monthly to achieve these objectives. The work of the task force culminated in the creation of a Five-Year Action Plan and Final Report. The overarching goal of the Five-Year Action Plan is to “strive to eliminate cost burden for households earning 80% Area Median Income and below, with a priority for serving households at or below 50% Area Median Income.” The Action Plan contains seven goals to accomplish the overall goal:

1. Create and support an ongoing structure for regional collaboration;
2. Increase construction and preservation of affordable homes for households earning less than 50% area median income;
3. Prioritize affordability accessible within a half mile walkshed of existing and planned frequent transit service, with a particular priority for high-capacity transit stations;
4. Preserve access to affordable homes for renters by supporting tenant protections to increase housing stability and reduce risk of homelessness;
5. Protect existing communities of color and low-income communities from displacement in gentrifying communities;
6. Promote greater housing growth and diversity to achieve a variety of housing types at a range of affordability and improve jobs/housing connections throughout King County; and
7. Better engage local communities and other partners in addressing the urgent need for and benefits of affordable housing.

Each of the seven goals contain supporting strategies and action items. The task force voted unanimously to adopt the Action Plan and Final Report at its final meeting on December 7, 2018. On December 19, 2018, the Sound Cities Association Board of Directors voted unanimously to recommend the following policy statement:

- The Sound Cities Association (SCA) supports the Regional Affordable Housing Task Force Five-Year Action Plan and recommends approval by the King County Council;
- Given the differing housing challenges across the region, SCA supports the approach taken by the Task Force to recommend a menu of options for cities to address their areas of greatest need; and,
- SCA is committed to partnering regionally through the proposed new committee of the Growth Management Planning Council to promote affordable housing preservation and production.

Proposed Motion 2019-0011, adopting the final report and recommendations of the Regional Affordable Housing Task Force, was introduced to the King County Council on January 7, 2019 and referred to the Regional Policy Committee.

Affordable Housing Committee

Background

At the GMPC meeting on November 28th, the GMPC endorsed the formation of the GMPC Affordable Housing Committee and the setting of an ambitious work program.

After the final meeting of the Regional Affordable Housing Task Force, an interim staff group comprised of staff from multiple King County departments, the King County Council, the Sound Cities Association, and the Cities of Auburn, Bellevue, Kent, Redmond, and Seattle developed a draft charter and work plan for the AHC. The IJT reviewed and provided input on the draft Charter and 2019 Work Plan on February 15, 2019.

The 2019-2020 King County Budget included Expenditure Restriction 3 to Section 101, which restricts \$1,300,000 of the King County Department of Community and Human Services (DCHS) budget to:

provide support for the implementation of the recommendations of the Regional Affordable Housing Task Force established under Motion 14754, specifically to fund at least three FTE positions to provide program leadership, liaison with partner jurisdictions and data analysis, as well as to fund one-time funding for the development of a database to track implementation efforts around the county.

DCHS is in the process of hiring the lead position to carry out this work and expects to hire the two additional positions in the first half of 2019.

Charter

The draft Charter, attached to this report, follows the direction of the Five-Year Action Plan and outlines the purpose and activities, membership, leadership, meetings, decision making, and staffing for the AHC. The AHC is charged with overseeing the implementation of the Action Plan and tracking the region's progress toward meeting the goals of the Action Plan. The primary impacts to the GMPC are:

- The Chair of the GMPC will select members of the AHC every odd numbered year, with concurrence from the GMPC membership
- At least two of the elected officials on the AHC will also be members of GMPC, and the Chair of the AHC must also serve on the GMPC
- The GMPC will receive regular oral reports from the Chair of the AHC, as requested by the GMPC Chair
- The GMPC will receive recommendations from the AHC on the 2020 Countywide Planning Policies updates.

2019 Work Plan

The draft AHC Work Plan for 2019 is as follows:

- Identify 3-5 priority recommendations on which to review existing implementation efforts and provide policy guidance
- Convene cities, interested stakeholders, and other partners to discuss their priority areas and improve understanding and ability to implement
- Develop a data dashboard to understand existing housing needs and policies
- Develop an annual report
- Establish regular reporting to the GMPC
- Prepare for 2020 updates to the Housing Chapter of the CPPs

Next Steps:

This Meeting:

- GMPC review and input on AHC draft Charter and 2019 Work Plan

Between this Meeting and March GMPC Meeting:

- Incorporate GMPC feedback into Charter and 2019 Work Plan
- GMPC Chair select members of the AHC

At March GMPC Meeting and Ongoing:

- Present proposed AHC membership for concurrence and final Charter and 2019 Work Plan for approval by the GMPC membership at March GMPC meeting
- AHC Chair updates GMPC on progress at July, September, and November GMPC meetings

The Affordable Housing Committee of the GMPC *Charter*

1. Background

In July 2017, the Regional Affordable Housing Task Force convened to develop a regional approach to addressing the affordable housing crisis in King County. The Task Force was composed of 12 elected officials—six from King County, two from Seattle, and four from other cities. In December 2018, the Task Force approved a Five-Year Action Plan with the overall goal to “strive to eliminate cost burden for households earning 80% Area Median Income and below, with a priority for serving households at or below 50% Area Median Income.” The Action Plan contains seven goals to accomplish the overall goal, with supporting strategies and actions for each goal. Goal 1 is to “create and support an ongoing structure for regional collaboration.” The Affordable Housing Committee of the Growth Management Planning Council (GMPC) implements Goal 1. This Committee is charged with overseeing the implementation of the Action Plan and tracking the region’s progress toward meeting the goals in the Action Plan.

2. Purpose and Activities

The Affordable Housing Committee of the Growth Management Planning Council (GMPC) will serve as a regional advisory body with the goal of recommending action and assessing progress toward implementation of the Regional Affordable Housing Task Force Five-Year Action Plan. The Committee will function as a point of coordination and accountability for affordable housing efforts across King County. The Committee will

- hold regular meetings
- adopt an annual work plan
- release an annual report to accomplish the following:
 - qualitative and quantitative metrics regarding countywide and jurisdictional progress to implement the Regional Affordable Housing Five-Year Action Plan (Action Plan), and
 - the countywide need and/or cost-burden gap, including a measurement plan that will, at a minimum, track the percentage of housing supply at various levels of Area Median Income (AMI) and track the region’s progress to meeting the goal to build or preserve 44,000 units affordable to households earning 50 percent or less of AMI by 2024.
- review and make recommendations to other governing bodies regarding actions to implement the Action Plan, including:
 - funding/pursuing new and innovative financing strategies to significantly address the affordable housing need in King County
 - revising land use policies

- recommending State legislative agenda items, such as increasing state funding for affordable housing, expanding options for local funding, supporting the creation and preservation of affordable housing, and creating uniform statewide laws for tenant protections
- recommend implementation actions for the Puget Sound Regional Council’s Growth Management Policy Board’s consideration and approval
- review and provide guidance regarding alignment between the Action Plan and comprehensive plans
- recommend amendments to the Countywide Planning Policies including regional goals/metrics and land use policies
- coordinate support for increased federal funding for affordable housing
- coordinate with existing and new sub-regional collaborations, such as A Regional Coalition for Housing (ARCH) and South King County Housing and Homelessness Partnership (SKHHP)
- recommend/review incentives for regional solutions which promote strategies that are broader than one jurisdiction at a time
- review and evaluate existing committee and recommend to the GMPC potential governance structures and/or revisions to the Charter needed to accomplish the Action Plan and Committee goals, including whether or not to continue after five years, or develop a new Five-Year Work Plan.

3. Membership

Members of the Committee will be selected every odd numbered year in January by the Chair of the GMPC, with concurrence from the GMPC membership.

The membership of the Committee will include both elected officials and non-elected representatives. The first nine members will be from the categories in table 1. Remaining members will represent organizations with expertise in affordable housing, including displacement.

Committee Membership Categories	
Category	Number
King County Councilmembers	2
Sound Cities Councilmembers/Mayors	4
City of Seattle Councilmembers/Mayor	2
Housing Authority	1
Stakeholders	8-10

Example stakeholder perspectives include, but are not limited to, nonprofit and for profit housing developers, private landlord, smart growth, business community, tenant rights and anti-displacement organizations.

At least two of the elected officials on the Committee will also be members of the GMPC, and at least one member will also serve on the Sound Transit Board. Members will serve two-year terms, and there is no limit on the number of times members can be re-appointed to two-year terms.

Members are expected to alert the Committee Chair when they have a conflict of interest on a topic under consideration for a Committee decision and recuse themselves from relevant votes.

4. Leadership

At the first meeting of each odd-numbered year, the Committee will select a Chair, who must be an elected official, and a Vice Chair, who must be a non-elected representative. The Chair of the Committee must also serve on the GMPC.

The Chair's responsibilities include:

- setting meeting agendas in consultation with the Vice Chair
- developing the draft annual work plan and meeting schedule, in consultation with the Vice Chair and with staff support, for adoption by the full committee
- working with staff to recommend and approve meeting materials
- chairing meetings
- providing guidance to staff as needed
- providing regular oral reports to the GMPC, as requested by the GMPC Chair

The Vice Chair will serve in the Chair's stead when the Chair is unable to perform the duties of the Chair.

5. Meetings

Committee members will agree on a regular meeting place and time for the Committee each year.

A quorum is 50% of total members, plus one for voting purposes.

Committee members are encouraged to attend meetings in person, but can participate and vote via telephone or other electronic means as technology allows. Members participating remotely should alert the Chair and lead committee staff in writing at least 24 hours in advance of the meeting.

Committee members may select an alternate to participate when they are unable to attend meetings. Members sending alternates should alert the Chair and lead committee staff in writing at least 24 hours in advance of the meeting. Alternates have full voting rights when the committee member is absent.

Meeting agendas will be distributed at least 72-hours in advance of meetings.

Meeting materials will be distributed at least 24-hours in advance of meetings.

Meeting materials will be posted in advance on the GMPC website.

Meeting cancelation notifications will be distributed at least 72-hours in advance of scheduled meetings.

Changes to meeting location will be distributed at least 72 hours in advance of the meeting.

6. Decision Making

The Committee will strive to make decisions by consensus. If consensus is not possible, then decisions can be put to a vote and require the majority of the members present. Voting can only occur when a quorum is present.

When decisions are reported to the GMPC, the report should include a vote tally, as well as a summary of Committee deliberations and the final language approved.

7. Staffing

The Committee will be supported by a Housing Inter-Jurisdictional Team (HIJT) composed of staff from King County, the city of Seattle, other cities, transit agencies, and non-profit and stakeholder groups. This includes representatives from sub-regional collaborations such as ARCH (A Regional Coalition for Housing) and SKHHP (South King Housing and Homelessness Partnership). King County Executive staff will be tasked with convening and leading the work of the HIJT. The Interjurisdictional Team (IJT) to the GMPC will work closely with the HIJT to ensure coordination among their work and effective staffing for the GMPC.

Staff work will be directed by the Committee and the annual work plan and will include:

- drafting the Committee's annual work plan and schedule
- preparing draft agendas and materials for meetings
- providing technical assistance to the cities and the County on affordable housing policy including identification and sharing of best practices and model legislation
- preparing a data dashboard
- preparing the annual report