



Memorandum

Date: 11/15/2022
Meeting of: City Council

File No. AM No. 22-174
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
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DEPARTMENT STAFF:

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Jeff Churchill, AICP	Long Range Planning Manager
Planning and Community Development	Ian Lefcourte, AICP	Senior Planner

TITLE:

Approval of Middle Housing Grant in the Amount of \$120,000 from the Washington State Department of Commerce, Consultant Contract with BDS Planning & Urban Design and a Memorandum of Agreement (MOA) between the cities of Bellevue, Redmond, Bothell, Kenmore, and Newcastle for Cost Sharing

OVERVIEW STATEMENT:

Staff recommends that the Council take three actions related to a Middle Housing grant in the amount of \$120,000 from the Washington State Department of Commerce:

- I. Accept the Middle Housing Grant from the Washington State Department of Commerce and authorize the Mayor to enter into a contract with the State substantially as shown in Attachment A.
- II. Authorize the Mayor to execute a consultant contract with BDS Planning & Urban Design, in an Amount Not-to-Exceed \$120,000, substantially as shown in Attachment B.
- III. Approve a Memorandum of Agreement (MOA) between the cities of Bellevue, Redmond, Bothell, Kenmore, and Newcastle Concerning the Sharing of Costs Related to Middle Housing Community-Based Organization Engagement, substantially as shown in Attachment C.

All three of the above are required for the City to conduct the consultant work necessary to fulfill the obligations of the Washington State Department of Commerce Middle Housing grant program. The goal of this grant program is to identify potential changes to regulations, policies, and programs, to maximize middle housing production and to remediate racial discrimination.

The City of Redmond solicited proposals from qualified firms with expertise in community engagement, racial equity analysis, real estate, and affordable housing to provide professional services to support analysis of adopting moderate density housing options, including, but not limited to duplexes, triplexes, and townhomes. The contract with BDS Planning & Urban Design will fund this project through completion in summer 2023. The MOA with four other ARCH member jurisdictions will allow the cities to pool their individual grant resources for compensating community-based organizations (CBOs) to realize a higher and a more effective use of resources. The five parties' total resources for compensating CBOs is \$100,000.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

- Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Comprehensive Plan Housing Element: provides a framework for housing goals, policies, and actions to address housing needs that advance the City's vision.
Housing Action Plan: Identifies actions to complete to pursue the City's housing goals, including amending regulations to broaden housing options by promoting middle housing development.
- **Required:**
Council approval is required.
- **Council Request:**
N/A
- **Other Key Facts:**
Consultant assistance is required to complete this work.

OUTCOMES:

The outcome of the work related to this grant will be progress on fulfilling new requirements for Comprehensive Plan Housing Elements and implementing the Housing Action Plan. Specifically, the outcomes from this item include engaging with the community, creating educational outreach materials on middle housing, developing a racial equity analysis report with proposed policies, and identifying remaining opportunities for middle housing amendments. Approving the MOA will result in fulfilling grant obligations to compensate COBs for their engagement support and provide the City with robust, extensive, and equitable community engagement.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
The Washington State Department of Commerce requires that all grant deliverables must be submitted to Commerce by June 15, 2023.
- **Outreach Methods and Results:**
The City, through the support of CBOs compensated through this grant, will conduct engagement with communities historically impacted by inequitable housing policy. There will also be community-wide opportunities for input through the Planning Commission and Council review of proposed housing policy or regulatory changes.
- **Feedback Summary:**
Any feedback provided will be summarized by staff and provided to Council.

BUDGET IMPACT:

Total Cost:

\$120,000 funded through the Washington State Department of Commerce grant. Of this, \$20,000 is reserved for compensating CBOs.

Approved in current biennial budget: Yes No N/A

Budget Offer Number:

000248

Budget Priority:

Vibrant and Connected

Other budget impacts or additional costs: Yes No N/A

If yes, explain:

N/A

Funding source(s):

Washington State Department of Commerce Middle Housing Grant - \$120,000

Budget/Funding Constraints:

The Washington State Department of Commerce requires that all grant deliverables be submitted to Commerce by June 15, 2023.

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
11/1/2022	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None	N/A

Time Constraints:

Council approval is required for the grant-related work to begin.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the scope of work funded through this grant will not be completed.

ATTACHMENTS:

Attachment A - Commerce Contract

Exhibits A and B - Middle Housing Grant Award Letter, Commerce Interlocal Agreement
Attachment B - Middle Housing Consulting Services Agreement, Non-Public Work
Exhibits A, B, and C - Scope, Budget, and Schedule
Attachment C - Memorandum of Agreement for ARCH Middle Housing Grant Collaboration
Exhibit A - Middle Housing Community-Based Organization Engagement