

**Housing and Third Ward Revitalization Task Force
Minutes
September 19, 2022
6:30 p.m.**

The Housing and Third Ward Revitalization Task Force held a meeting on Monday, September 19, 2022. Due to the flood, the meeting was held virtually. The meeting commenced at 6:36 p.m. and adjourned at 8:06 p.m.

Voting Members Present:

Byron Price – Chair
Christopher Flood
Susan Murray
Craig Hughes
Christina Dancy
Patricia McQueen
Mayela Zambrano
Linda Peoples-Jones

Voting Members Absent:

Ariel Gardner

Staff Present:

Brooke A. Smith, Deputy City Manager/Dir. of Economic Development

Others attending:

None

Adopt Agenda

Motioned by Susan Murray, seconded by Chris Flood and carried by voice vote to adopt the agenda with no changes.

Minutes

Motioned by Chris Flood, seconded by Linda Peoples-Jones and carried by voice vote to approve the minutes from July 18, 2022 and August 15, 2022.

Public Comments

None were received via email. Deputy City Manager Smith noted that one attendee was present, but that attendee did not indicate that she wished to speak.

Updates from Task Force Members

Patricia McQueen provided an update on the individuals in the community that she spoke with and the information she shared with them. She noted that she spoke with someone from the Federal Reserve and Washington University. She also discussed the credentials of the individuals she spoke with. Patricia also stated that she would be sharing some articles with Deputy City Manager Smith to distribute to the task force and read the titles of some of them.

Linda Peoples-Jones asked if these were just individuals Patricia McQueen was requesting information from for revitalization. Patricia McQueen answered yes, revitalization and housing. The two discussed whether they were looking at for the consultant side or just for information. Further discussion was had regarding a possible candidate for consultant services.

Mayela Zambrano provided an update on the individuals she reached out to.

Linda Peoples-Jones stated that she did not have any updates but wanted to solidify what mission is. Christina Dancy asked if anyone had the chance to fill in the planning document. Discussion was had on this topic. Deputy City Manager noted that she created a document that can be edited on a Google Drive as opposed to everyone having to individually download the document from Dropbox to edit and upload.

Christina Dancy asked if the task force wanted to work with a consultant on the mission statement or if they should develop one themselves and share it or have the flexibility to change it with the consultant's assistance. Discussion was had on this topic. Deputy City Manager Smith recommended the task force wait until the consultant is on board to develop the mission statement.

Deputy City Manager Smith noted that she added some items to the Dropbox for the task force to review.

Scope of Work for Consultant RFP/RFQ

Deputy City Manager noted that the City Manager directed her to prepare the Scope of Work, which he did review, and give this document to the task force as a starting part. She noted that this is what the consultant would need to provide. She stated that the full RFP would include demographic information for the city and other boilerplate information and the scope of work is what the consultant would be tasked with doing. She provided additional information and provided recommended motions and explained the next steps in the process.

Mayela Zambrano said she had some time to review the scope and noted that in previous conversations the task force discussed wanting to focus only on the 3rd Ward and asked if only point number 2 could remain in the Scope of Work, leaving out point number 1 or saving it as future goal. Discussion was had on this topic, including how the consultant should be paid for and the order of how the tasks will be completed.

Patricia McQueen suggested moving the revitalization strategy as the first task and making the housing strategy the second task in the scope of work. She also noted that what the task force is working on will likely be folded into the comprehensive plan. She stated that there are also other funds out there that can be used for the housing strategy and the consultant should be able to assist with that. Deputy City Manager noted that she made the switch on her document and shared her screen with the task force members.

Christina Dancy asked if it is assumed that the consultant is versed in revitalization and housing, and she asked if there should be a third bullet point of a housing strategy for the 3rd Ward to be clear that the task force will start with the 3rd Ward. Deputy City Manager Smith noted that the revitalization strategy includes housing for the 3rd Ward but noted that if the task force wanted that explicitly stated in their recommendation, that could be done. Deputy City Manager Smith stated that she would make the changes requested by the task force and submit them to the City Manager. Smith also noted that in her experience, a consultant would be versed in both housing and revitalization.

Chris Flood said he appreciates that the City Manager will have his recommendation for

what goes to the City Council but that this committee should consider what it wants, for example, being clear that the 3rd Ward work should be done first before a housing plan is completed and the task force's recommended scope should reflect that. He stated that the City Manager can make his recommendation and he understands the City Council will likely select the City Manager's recommendation, but stated that it is important for the task force to be clear about what they recommend independent of the City Manager's recommendation. Discussion was had on this topic.

Christina Dancy asked if the majority said at the meeting that it would not do the city-wide housing strategy and Smith answered no, that the majority has not officially voted on the matter but that each individual person has expressed their reservations. Smith noted that she did not think the task force had the option of not doing the housing strategy as that is what the City Council has assigned the task force to do and to change that would have to go back to the Council to amend the resolution. She said if for the sake of this scope of work, if someone wants to take official action to remove the city-wide housing strategy but reiterated the City Manager's intent is to recommend the scope of work to include the housing strategy.

Linda Peoples-Jones stated that in her conversation with one of the 3rd Ward councilmen, they were specific in the body of work the task force would be doing would be for the third ward.

Linda Peoples-Jones then made a motion to remove "creation of a city-wide Housing Strategy" from the proposed scope of work. Chris Flood seconded the motion. Chair Price called for a roll call vote. Discussion was held on the motion.

Christina Dancy asked if there was an opportunity to have a separate plan for the city-wide Housing Strategy, nothing that the city-wide housing strategy is secondary to the 3rd Ward revitalization to eliminate the back and forth. Discussion was had on this topic, including the what the City Manager intends to recommend and the next steps after the task force takes formal action.

Susan Murray recommended splitting it into 2 RFPs, 1 for the 3rd Ward revitalization and another for the housing strategy, noting that they may not be done by the same consultant. She said it would be done with the understanding that the 3rd Ward revitalization would be done first and at the point the task force believes it's appropriate, they would start on the housing strategy. She discussed why she thought handling the process this way was important.

Mayela Zambrano stated that given what she thinks is the focus of the City Manager, she believes the housing strategy should be included but the task force should state what the main points and ideas are and what the consultant should focus on. She discussed why she thought this was important.

Patricia McQueen said she was a little concerned about taking out the city-wide housing strategy and explained why, noting one consultant can do both, that it would allow the consultant to be paid from multiple funding sources, and expressed concerns about the politics of removing the city-wide housing strategy from the scope of work.

Chair Byron Price said he can't presuppose politically what anyone is going to do and the only thing he can do is make a sound recommendation, noting that the task force is not the deciding body, but the task force can decide what they recommend. He stated that the city-wide housing came out of nowhere, noting that when it was discussed with him the focus was 3rd Ward. He discussed his position on the city-wide housing strategy further.

Chris Flood said he wanted to reemphasize that he not opposed to the city-wide housing strategy as a secondary outcome, but the focus should be on the 3rd Ward first. He discussed his view on this.

Christina Dancy agreed with Chris Flood and said the city-wide housing shouldn't be the priority. She also asked if there is a city-wide housing plan, should other people from the other wards be part of the conversation.

Christopher Flood – Yes

Susan Murray – No

Ariel Gardner – Absent

Craig Hughes – Yes

Christina Dancy – Yes

Patricia McQueen – Yes

Mayela Zambrano – No

Linda Peoples-Jones – Yes

Chair Byron Price – Yes

Motioned passed.

Chair Price asked Christina Dancy and Linda Peoples-Jones how they wanted the task force to proceed on the docs that were sent out. Christina Dancy noted that the task force was not done with the topic at hand.

Deputy City Manager Smith said she still needed official action to recommend the issuance of the RFP/RFP. Christina Dancy noted that the task force asked to have the housing strategy removed from the RFP but there was a suggestion to have a separate RFP, noting that the task force is not saying it will not do the work, but that they want to separate it out. Discussion was had on next steps.

Christopher Flood asked how to go about making additional edits to the Scope of Work. Deputy City Manager Smith said there would need to be a motion to make the amendments, second, and then a majority vote.

Christopher Flood suggested the following edits:

1. To the "Required Competencies for Bidders" add "Knowledge of existing funders, programs, strategies, and public policy priorities within University City, St. Louis County, and the St. Louis Metropolitan area."

Susan Murray suggested the following edits:

1. Under "Tasks and Deliverables" item 3, add "third ward stakeholders"

Christopher Flood suggested the following edits:

1. Under Deliverables, ahead of number 1, add “A strategic revitalization plan that contains:”
2. Add “Implementation Plan with recommendations”

Patricia McQueen suggested the following edits:

1. Under Deliverables, add number 8 that says “Implementation Plan with recommendations that will be part of the appendix of the city’s Comprehensive Plan.”

Chair Price called for a motion to accept the suggested amendments.

Motioned by Christopher Flood to accept the edits and recommend the city issue the RFP as written here and that staff will prepare a separate RFP for housing to review at the next meeting. The motioned was seconded by Patricia McQueen. A roll call vote was taken:

Christopher Flood – Yes
Susan Murray – Yes
Ariel Gardner – Absent
Craig Hughes – Yes
Christina Dancy – Yes
Patricia McQueen – Yes
Mayela Zambrano – Yes
Linda Peoples-Jones – Yes
Chair Byron Price – Yes

Motioned passed.

Calendar for Future Meetings

Deputy City Manager Smith informed the task force that the November and December meetings fall during the holidays and asked the task force if they would like to reschedule the meetings or pause for the holidays. She also noted the task force will need to confirm that it will continue to meet the 3rd Monday of each month at 6:30 p.m. for calendar year 2023. Discussion was had on the issue.

Motioned by Linda Peoples-Jones to move the November and December meetings to the 1st Monday, seconded by Susan Murray and carried by voice vote.

Craig Hughes confirmed the time would still be 6:30 p.m.

Motioned by Mayela Zambrano to continue to hold the task force meetings on the 3rd Monday of each month at 6:30 p.m. for 2023, seconded by Craig Hughes and carried by voice vote.

Task Force Member Comments

The task force briefly discussed the process and timeline for issuing the RFP.

The task force also discussed next steps while waiting for the RFP.

Chris Flood asked if the task force would have a role in selected the consultant. Deputy City Manager stated that she was not sure and that she would need to discuss that with the City Manager. Additional discussion was had on the issue.

Christina Dancy asked if there was interest in inviting other individuals from the city to the November/December meetings to provide information. Discussion was had on this issue, including who the task force could invite, what they could talk about and how they can assist the task force.

Chris Flood asked for data on the impact of the flooding and Linda Peoples-Jones asked about the list of condemned properties that was shared with the task force. Discussion was had on the issue.

Christina Dancy asked about having a conversation with Senator Williams on the flooding. Discussion was had on this topic.

Chair Price stated that he would like for the task force members to add information to the planning document created by Linda Peoples-Jones and Christina Dancy. Discussion was had on this topic.

Susan Murray stated that when talking about flooding, a conversation needs to be had with MSD. Discussion was had on this topic

Patricia McQueen asked about the Google Drive and the framework document.

Adjourn

Motioned by Linda Peoples-Jones, seconded by Craig Hughes to adjourn. Carried by voice vote.

Meeting adjourned at 8:06 p.m.