

**Meeting Minutes**  
**Sustainable Communities Planning Grant**  
**Meeting of the Coordinating Committee of the Consortium**  
**Tuesday, April 23, 2013, 10:00 a.m. to 12:00 pm**  
**H-GAC Conference Room A, Second Floor**

**MEMBERS AND ALTERNATES OF THE COORDINATING COMMITTEE IN ATTENDANCE:**

Bay City Development Corporation, D.C. Dunham  
Blueprint Houston, Joe Webb and Martha Murphree  
Center for Houston's Future, Ann Shaw  
City of Houston, Mike Kramer  
City of Huntsville, Sherry McKibben  
Gulf Coast Economic Development District, Chuck Wemple  
Houston Advanced Research Center, David Hitchcock  
Harris County, Christy Lambright  
Houston-Galveston Area Council, Jeff Taebel and Cheryl Mergo  
Houston Tomorrow, David Crossley  
Houston Wilderness, Mark Reid  
Local Initiatives Support Corporation, Amanda Timm  
METRO, Monique Ward and Shaida Libhart  
Neighborhood Centers, Inc., Tanya Makany-Rivera  
Waller County Economic Development Partnership, Harvey Laas

**Also in attendance (based upon sign-in sheet available at the meeting and meeting participation)**

Jared Briggs, Harris County; Anna Sedillo, City of Houston; and Meredith Dang, Andrew Pompei, Kelly Porter, Josh Owens, Andrea Tantillo, Amanda Thorin, Chelsea Young and Travis Young, H-GAC.

**1. Regular Business – Call to Order**

Chuck Wemple, Coordinating Committee Chair, called the meeting to order at 10:07 a.m.

**2. Certify Quorum**

More than 51% of the member entities were present. There was a quorum of members at the meeting.

**3. Public Comment**

No public comments were made.

**4. Approval of February 26, 2013, Meeting Minutes**

**Action:** Motion made by Joe Webb, seconded by Christy Lambright, to approve the meeting minutes.

The Coordinating Committee approved the minutes as presented.

**5. Fair Housing Equity Assessment (Presentation)**

Travis Young, H-GAC, provided an update on the Fair Housing Equity Assessment. The presentation included an example outline of the proposed report, an update on data analysis and potential best practices (i.e., addressing gentrification and NIMBYism), and proposed equity indices developed by the Fair Housing Equity Workgroup, BBC Consulting and the Kirwan Institute. Mr. Young also invited the Coordinating Committee to the upcoming Fair Housing Equity Workgroup Meeting at H-GAC.

**6. Focus Groups (Discussion)**

Meredith Dang reported on the progress of the Focus Group meetings. These meetings are a chance for leaders and decision-makers in geographic and topic-based areas to give feedback on the draft strategies for the Regional Plan for Sustainable Development. Attendees are asked if the strategies are realistic and relevant to their communities and if there are any strategies that may need to be added. Attendees also discuss existing plans and initiatives that may already address some of the strategies.

The format for these meetings is as follows:

- Survey results presentation (in a geographic or topic-based context)
- Round table discussion on priorities and draft strategies
- Distribution of county profiles

H-GAC staff follows up by sending a survey to everyone who was invited to the meetings and records and compiles data from both the meetings and the surveys.

The following meetings have been held or are scheduled:

<b>Completed Geographic and Topic-Based</b>	
Austin County	Pearland
Brazoria County	Waller
Chambers County	Walker
Colorado County	Wharton
Fort Bend County	Fair Housing Equity Workgroup
Liberty County	Houston Food Policy Workgroup
Matagorda	Pearland
<b>Completed Advisory Committees</b>	
Governmental Advisory Committee	Regional Air Quality Planning Committee
Ped-bike Subcommittee	Solid Waste Management. Committee
Technical Advisory Committee	Natural Resource Advisory Council
Transportation Policy Council	Workforce Board
Regional Transit Coordination Subcommittee	Aging Committee
GCEDD Board	Parks and Natural Areas
Comprehensive Economic Development Strategy Subcommittee	Regional Flood Management Council
<b>Remaining Geographic Meetings</b>	
Urban Interests	Montgomery County
City of Houston	Harris County
Galveston County	

Ms. Dang offered the following findings:

Topics that were heard across multiple meetings included:

- Water supply
- Vocational education
- Mobility
- Internet access
- Housing stock
- Mental health
- Solid waste/illegal dumping
- Local food

Topics that had not been prevalent across the groups included:

- Energy Efficiency/Green Building
- Low Impact Development/Conservation Design

- Healthy Design Guidelines

*Discussion:*

Question: How long will the survey be available and is it available in Spanish?

Answer: The survey will be available as long as we need it. It is not available in Spanish because it is not for the public, but rather for staff and focused on community leaders. So far, there have been no language barriers. The focus of the survey is for the people who will be implementing the plan.

Discussion: We haven't heard a lot about walkable, livable places, but it did come up as something communities are actively pursuing.

Question: How does this compare to the general public survey?

Answer: The strategies don't line up exactly with the survey on a community level, but they do on a regional level.

Question: Did the strategies resonate in your communities?

Answer: Coordinating Committee members discussed the validity of water conservation as a strategy.

Question: Are we missing a focus on economic development that increases tax bases for cities to provide services?

Answer: Increasing local jobs was a priority across all groups.

Question: Focus groups aren't seeing the connection with green building and water conservation. Do we need more education?

Answer: We need to see if we can make these connections through stories. We want to ensure we are including everyone's priorities.

## **7. Timeline and Next Steps (Discussion)**

Ms. Dang presented the next steps. The draft strategies will be complete and ready for Coordinating Committee review in June. The draft plan will be ready for Coordinating Committee review this summer and will be presented for public comment in the fall. The final plan, based on feedback, will be available by the end of the year.

Staff is still in the brainstorming phase of what support for the plan will look like. Ideally, it would be adoption and implementation, but it may be a resolution of support.

The Coordinating Committee was asked to think about what support could look like and how each of their organizations will support the plan.

There will be three broad deliverables for the plan:

- Short Executive Summary (5 pages or less)
  - What the plan is, why they should care, major high-level recommendations
- Medium ('The Plan') (~ 35 pages)
  - Contains goals, basic background, regional and local recommendations, next steps
- Long (Full Plan)
  - All HUD deliverables, mainly as online appendices (methodologies, public engagement reports, case studies, etc.)
    - FHEA
    - Case Studies
    - Existing Conditions Report and County Profiles

- Existing Plan Inventory
- Sustainability Gap Analysis
- Best Practices Report
- Goals, Objectives, and Metrics
- Alternatives and Survey Results
- Community Engagement Reports
- Community Resources Guide
- Strategies Playbook

## 8. Updates

### Case Studies

A background paper providing updates on each case study was included in the meeting materials. All six will be complete by the June Coordinating Committee meeting. The studies have been positively received in their communities.

**Correction: The City of Houston Case Study final report will be available May 24, 2013.**

### Public Engagement

A background paper providing an update on the public engagement process was included in the meeting materials.

**Correction: Due to technical issues, the release schedule of the videos will be delayed. H-GAC will provide a new schedule to the Coordinating Committee at a later date.**

### Financial Report

Meredith Dang presented the monthly financial report, showing expenditures, balance and match. She informed committee members that HUD has reduced the required match, and the Coordinating Committee is now only responsible for \$729,890 in remaining match. Cheryl Mergo told Coordinating Committee members she will send them new forms and reminded members that they need to capture their own match. She said she would meet with members if they would like to discuss ways to meet their in-kind match requirement.

## 9. Other Business

The President's budget is available at NADO.org and includes a line item for \$75 million for integrated planning grants, including Sustainable Communities programs.

## 10. Announcements

No announcements were made.

## 11. Future Meeting Dates

June 25, 10 AM  
 H-GAC Conference Room A, Second Floor  
 3555 Timmons Lane, Houston, TX 77027

August 27, 10 AM  
 H-GAC Conference Room A, Second Floor  
 3555 Timmons Lane, Houston, TX 77027

## **12. Adjourn**

The meeting adjourned at 11:28 a.m.

### **QUESTIONS/COMMENTS:**

Please contact Meredith Dang, H-GAC

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