



**Affordable Housing Trust Fund
Board of Trustees
Action Plan Working Group**

Date: July 7, 2022
Time: 8:30 AM – 9:15 AM
Location: Conducted via remote participation

Attendees: Karen Kelleher, Calpurnya Roberts, Neal Mongold, Jaclyn Pacejo, Marisa Lau
Guests: Beverly Gallo, Rebecca Gruber

Meeting Summary

1. Action Plan update and schedule

Karen introduced Beverly Gallo, who will be preparing the Trust's 5-year Action Plan. Bev described her background in planning and development of affordable housing, and related experience in economic development. She has been working with the Chair and DPCD staff to define the scope of the Action Plan, and provided some general examples of policy and program options that could be considered by the Trust. She also discussed the types of resources to be included in the Plan, such as a master list of affordable housing financing programs.

2. Discuss community engagement for Action Plan

Karen described the high-level survey results. There was a brief discussion about analyzing the data by factors, such as gender, in order to hear the responses of groups who are most likely to need and benefit from affordable housing. Neal commented that it would be interesting to understand what the general public understands the range of policy options to be, given that policy change was the most prevalent answer to the question about what would be most helpful to create and preserve affordable housing in Arlington. He also noted there was strong support for using local funds. Karen pointed out that the survey was a tool to understand public thoughts and opinions, but not to prioritize possible focuses of the Trust. Rebecca offered some insights into the survey process from helping seniors fill out paper copies.

The group decided on dates for the listening sessions; a Sign Up Genius weblink for facilitators/notetakers would be circulated. Calpurnya provided some preliminary guidelines for the listening sessions to be followed by a formal training session on July 13th. Attendance is recommended, but the training can also be recorded and shared.

Karen went over next steps for the engagement phase of the Action Plan. She noted that Rebecca is going to chair an ad hoc committee for a more sustained outreach initiative and volunteer effort. Kelly and Calpurnya will work on setting up a framework for how to share survey results at the virtual forum on July 27th. Lastly, Karen proposed a series of fact-based articles on affordable housing co-authored by Trust members. Members expressed general support for an educational campaign to accompany the action plan process. Rebecca noted that a series would provide consistent form of outreach and communication to the public.

Meeting adjourned at approximately 9:50 a.m.