



**Department of Human Services
Office of the Director 64 | New York Avenue N.E., Suite 600 | Washington, DC 20002**

Ward 4 Short-term Family Housing – Advisory Team Meeting

DATE: Thursday, April 6, 2017
 LOCATION: 4D Police Station
 6001 Georgia Ave
 TIME: 7:00pm – 8:30pm

Ward 4 Advisory Team Members

Name	Inviting Organization	Affiliations	Attendance
Lisa Colbert	ANC 4D	Chairperson ANC 4D, SMD 4D03 Commissioner (re-elected 1/3/17); Team Co-Chair	Present
Renée L. Bowser	ANC 4D	Commissioner, 4D02 (re-elected 1/3/17)	Present
Maryann Stinson	ANC 4D	Principal, Truesdell Education Campus (PS-8)	Not Present
Ronald Austin	ANC 4D	Community Member	Present
David Dzidzienyo	ANC 4D	Community Member	Not Present
Natalee Snider	ANC 4B	ANC 4B06 Commissioner	Present
Kate Judson	Community	Community Member	Present
Danielle Parsons Smith	Brightwood Park Citizens Association	Brightwood Park/Kennedy Street communities	Present
Lois Cooper	Brightwood Park Citizens Association	Brightwood Park/Kennedy Street communities	Present
Tiffani Nichole Johnson	Brightwood Park Citizens Association	Brightwood Park/Kennedy Street communities	Present
Temi Bennett	Councilmember's Staff	DC Council	Present
Brandon Todd	Councilmember	DC Council	Present
Phillip McAuley	Mayor's Office of Community Relations & Services	Ward 4 Outreach & Services Specialist (Ward 4 MOCR)	Present
Jasmin Benab	Mayor's Office of Community Relations & Services	Ward 4 Outreach & Services Specialist (Ward 4 MOCR)	Present



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Dr. Bill Hasson	Councilmember’s Invite	Community Member	Present
Schroeder Stribling	Interagency Council on Homelessness (ICH)	N Street Village, Executive Director	Not Present
Brenda Donald	Administration	Director, Child and Family Services Agency; Team Co-Chair	Present
Wanda Sherrod	Department of General Services (DGS)	Program Manager: Health and Human Services Cluster; Project Manager	Present
Jenna Cevasco	Department of Human Services (DHS)	Legislative Specialist, DHS	Present

Additional Support Staff Present

Elizabeth Horen	Office of the Deputy Mayor for Health & Human Services	Program Advisor
Reid Glennie	DGS	Architect for Ward 4 STFH project
Sean Pichon	DGS	Architect for Ward 4 STFH project
Agyei Hargrove	DGS	Project Manager

AGENDA

1. Welcome and Introductions – Brenda Donald (5 minutes)

Director Donald reviewed the purpose of the meeting and welcomed the Advisory Team. The purpose of this meeting is to continue to share information with the about the Ward 4 Short-term Family Housing program with a specifically focus on the pre-construction schedule and construction impacts on the neighborhood. The Advisory Team will also continue discussion about the “good neighbor agreement”.

2. Good Neighbor Agreement Discussion –Jenna Cevasco & Wanda Sherrod (15 minutes)

The Advisory Team discussed the Good Neighbor Agreement (GNA) and built on the discussion from the last meeting.

Definition of terms –

Resident – someone living in the Short-Term Family Housing Building

Neighbor – someone living in the surrounding neighborhood

- Maintenance of Property



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- Address litter in front of the building and on the block
- Ensure timely repairs on building/property
- Safety and Security
 - Will security for the building walk the perimeter?
 - Cameras & signage on site
 - Will children be able to be picked up out by friends or family? Will there be a sign-out process similar to school?
- Conduct and Behavior
 - Designated smoke area, such as an interior court yard? – The LEED certification requires the building to be smoke free. No smoking within 25 ft. of the building
 - Parenting classes for residents? This will be a part of the programming offered by DHS.
 - Enforcement of leash laws and pet waist removal for residents who have service animals
- Communication and Mutual Respect
 - Opportunities for the neighbors to get involved such as leading yoga or jewelry making
 - Interest in having neighbors put together a housewarming party for the building's opening and new residents
 - Clear point of contact for the build and expectations around response time
 - Creation of a web portal/community board to post updates and community concerns
 - Proposal for Hattie Holmes to extend their hours to accommodate additional programming for families such as play time or story time for residents and neighbors
 - Open the playground to the community for a few hours a week
- Other
 - Neighborhood interest in naming the Short-Term Family Housing building – Jenna looking into the process for naming a DHS building
 - The Advisory Team will continue to develop the Good Neighbor Agreement and revisit it annually after the STFH building is operating

3. Short Presentation on the Ward 4 STFY project at 5505 5th Street NW and Construction Timeline-(Wanda Sherrod and Ward 4 Architect) (15 minutes)

Wanda Sherrod and Reid Glennie, provided an overview of the Site and reviewed construction milestones.

- July - construction to begin. It is expected to last about 14 months.
- Prior to July there will be limited activity on site to get things ready
- Stage 1 (July) - Perimeter Fence and Laydown Area
 - A request has been submitted to DDOR to utilize the sidewalk abutting the construction site for staging. The sidewalk will be closed to pedestrian traffic but car traffic will not be impacted



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- Signage will be placed at the end of the block announcing “sidewalk closed. Cross the street”
- Stage 2 (summer) – Project Access – establish access to the site in front and in back.
- Stage 3 (late fall/early winter) -Utility groundworks - Improvements to the water and fire services
 - Car traffic will be impacted during work hours (7am-4pm)
 - 5TH Street will be down to one lane with flag directed passage
 - The site will be covered with a steal plate overnight (2 months)
 - The water will be turned off for one night when they connect to the water main
 - Community requested advanced notice (at least 48 hours) so people can prepare accordingly
 - Outreach should be done in English, Spanish, and Amharic via the community listserve, door knocking, flyering, and posting notice at local businesses
 - Notice of the traffic pattern should be posted at 5th and Missouri
- Stage 4 – Temporary Staging
 - Large equipment such as trucks and a crane will be on site for hauling and moving
 - Work will be done within business hours (7-7 Mon- Fri, 9-5 Sat)
 - The alley (dead end) will have equipment on site. Impacted neighbors will be contacted directly in advance of the construction

4. Summary of Next Steps & Adjourn – Director Donald (5 minutes)

The next meeting will focus on the groundbreaking, building naming, and start to construction. The meeting will take place in late May/early June. DMHHS will follow-up and send out invitation.

The community has expressed interest in naming the building to reflect the rich history of Kennedy Street. We ask community members and ANCs to brainstorm ideas for the building name and send recommendations via email prior to the next meeting. Suggestions can be sent to Elizabeth.horen@dc.gov.