**Ward 8 Short-term Family Housing – Advisory Team Meeting**

DATE: Wednesday, March 22, 2017

LOCATION: William Lockridge Library

 115 Atlantic Street, SW

 TIME: 7:00pm – 8:30pm

**Ward 8 Advisory Team Members**

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| **Name** | **Inviting Organization** | **Affiliations** | **Attendance** |
| Olivia Henderson | ANC 8D | Chairperson ANC 8D; Commissioner 8D02; Team Co-Chair | Present |
| Absalom Jordan | ANC 8D | Commissioner 8D03 | Not Present |
| Monique Diop | ANC 8D | Commissioner 8D04 | Not Present |
| Theresa Jones | ANC 8D | Commissioner 8D07 | Not Present |
| Patricia Carmon | ANC 8D | Commissioner 8D01 | Present |
| Ronya Hunt | ANC 8D | Hendley's PTA | Not Present |
| Sundai Riggins | ANC 8D | Hendley Elementary School Principal | Not Present |
| Wanda Joynes | ANC 8D | Darrington Street SE resident, one block away from the project | Present |
| Frances Rollins | ANC 8D | Founder, President and CEO of Southeast Children’s Fund , Inc | Present |
| Derek Davis  | ANC 8D | Small Business Owner near STFH site and Ward 8 resident  | Present |
| T’Chaka Sapp | Councilmember White | Constituent Services Director - Ward 8 Councilmember, The Council of the District of Columbia | Not Present |
| Jackie Ward | Councilmember White | Community Member | Not Present |
| Christopher Earley | Interagency Council on Homelessness (ICH) | Ward 8 resident, Community of Hope board member | Present |
| Rahman Branch | Administration | Director, Office of African-American Affairs; Team Co-Chair | Present |
| Henry Miller | Department of General Services (DGS) | Project Manager | Present |
| Jerrianne Anthony | Department of Human Services (DHS) | FSA Deputy Administrator, Department of Human Services | Present |

**Additional Attendees**

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| Matt Davitt | DLR Group – Architect  | Senior Associate at DLR |
| Frank Lefler | MCN Builders | Contactor  |
| Sakina Thompson | Office of the Deputy Mayor for Health & Human Services | Senior Policy Advisor |
| Elizabeth Horen | Office of the Deputy Mayor for Health & Human Services | Program Analyst |
| Jaren Hill | Office of the Deputy Mayor for Greater Economic Opportunity  | Director of Community Relations Deputy Mayor for Greater Economic Opportunity - DMGEO |
| Robert Gundling | Southeast Children’s Fund | Senior Consultant |

**AGENDA**

1. **Welcome and Introductions – Rahman Branch (5 minutes)**

Director Branch reviewed the purpose of the meeting. The purpose of this meeting is to continue to share information with the Advisory Team about the Ward 8 Short-term Family Housing program. This meeting will focus specifically on the pre-construction strategies and the “good neighbor agreement” to ensure the new facility is a good neighbor during construction and beyond.

1. **Group Discussion/Q & A – Rahman Branch (45 minutes)**

Director Branch framed the discussion as follows: In advance of contracting for STFH service provision at each site, the Advisory Team and the service provider will develop a “good neighbor agreement,” which will be an agreement between the STFH service provider and the Advisory Team on behalf of the community to set forth expectations and commitments regarding exterior facility and landscape maintenance, safety and security, mutual codes of conduct and respect, and clear and expedient process for communication and problem solving. The agreement will also set forth clear expectations for ongoing Advisory Team engagement and coordination. The Good Neighbor Agreement is the major deliverable of this group.

Jerrianne Anthony reviewed the timeline for the Ward 8 site. The site was selected by the Council and has received the relief necessary from the Board of Zoning Adjustment to move the project forward. Construction will begin summer 2017 and the program will open fall of 2018. Jerrianne also explained the role of DHS in designing the buildings. DGS is responsible for design and construction of the program, but DHS determines the programmatic requirements, such as the number of rooms, bathrooms, common space, play space, etc.

Matt Davitt walked the group through the architectural plans and site details.

*Advisory Team Question*: The houses and infrastructure on 6th Street are old. How will this new project impact the buildings already in the area?

*Matt Davitt*: This project should not impact the surrounding properties. As part of the permitting process we had to consult with DC Water and PEPCO about the utility service. The flow tests show service is adequate for this project.

*Advisory Team Question*: What about the water tower coming to St. Elizabeths. Will this impact that?

*Matt Davitt*: No. If anything the water tower will help the water demand and water pressure in the area.

*Advisory Team Question*: What about shifting and settling as the building is being constructed and afterwards?

*Frank Lefler*: This is not as big of an issue with new construction. We have tools and strategies to lessen vibrations on surrounding properties. Additionally we will be monitoring this to ensure nearby properties don’t experience vibrations any more than they might if a truck drove down the block.

*Advisory Team Question*: Is the project behind the existing houses? How will you be widening the alley? Will that impact the houses?

*Matt Davitt*: We will be widening the alley using land on our site. This will not impact the houses that abut the alley. The building is situated behind the houses along 6th Street and there will be a fence that surrounds our site.

*Advisory Team Question*: How will the construction trucks come in and out of the neighborhood? I am concerned about trucks cutting through neighborhoods on residential streets where children and neighbors spend time. Additionally, the trucks are loud and make a mess.

*Frank Lefler*: This is all part of the construction plan. The trucks will stay on main arteries and will not be using residential streets. Additionally MCN Builder will create a temporary entrance on the property so that the heavy equipment and trucks are not in the public alley.

*Community Question*: What is the process for monitoring the work and taking action if there is an issue. We have been told before that work won’t impact neighbors but when it does there is no way to hold builders accountable or take action to remedy the situation. On that note, it is important to work with the community and our neighborhood schedule. For example if the road is blocked by construction crews when parents are dropping their children off at the childcare center, this is a big disturbance to us and our community. We need to know who is responsible and how to get action if needed.

*Henry Miller*: We will do our best not to be disruptive, but we know that construction can be an inconvenience. We are convening this group so that we can be strategic about our construction timing and schedule and work in conjunction with the community and folks impacted by this project.

*Community Question*: Today’s conversation is very project focused, but I think it is important that we focus on the larger community as well. I don’t want community to feel that they have to be homeless to have access to a playground and a basketball court. How can others in the community get access to similar benefits?

*Henry Miller:* We are often asked to do things beyond scope of project, for example installing or repairing sidewalks. On this project we are already doing more lighting and working with MPD on safety measures. This is a good point. We can take this back and discuss with our partners about what is possible.

*Advisory Team Question:* I am confused by the timeline. I want to ensure that the good neighbor agreement is baked into the RFP and held up in community. It is important that we have good relationships with the neighbors and amenities for our children.

*Jerrianne*: Absolutely. That is what the Advisory Team is for. At DHS we think about the services and needs of the families. Here, we are asking you to think about the needs of the community and neighbors.

*Advisory Team Question*: When the facility is open, do families have to leave at a certain time? What can be done to prevent loitering?

*Jerrianne:* No. They are not required to leave the building. All of the DHS housing facilities have rules prohibiting loitering.

*Advisory Team Question:* One of our neighbors has a disability. When they did work at Hendley Elementary School she was told she could get a handicap parking spot in front of her building. After a number of conversations and several months passing, we were told otherwise. Can you help get this done?

*Director Branch*: I will see what I can do. I can’t make any promises on installation but I can promise to work on it.

1. **Summary of Next Steps & Adjourn – Henry Miller(5 minutes)**

This is just the beginning to set the stage for the next meeting. We should plan another meeting in about 3 weeks to focus heavily on pre-construction.

Elizabeth Horen (DMHHS) will find a time and date and follow up with everyone to confirm the next meeting.