

## **Agenda Item Summary**

**To:** Policy Board

**From:** Heidi Samokar, Principal Planner

**CC:** Matt Hart, Executive Director; Caitlin Palmer, Director of Regional Planning and Development

**Meeting Date:** November 20, 2024

**Subject:** Authorizing Resolution for the Execution of an Agreement with Goman + York for the CRCOG Regional Housing Strategy

### **Background:**

CRCOG issued a Request for Qualifications for assistance with the development of a Regional Housing Strategy, which, among other tasks, will provide tools to assist municipalities with implementation of their local Affordable Housing Plans, provide training tools and resources, and explore regional roles in creating housing.

CRCOG's Strategic Playbook lists the preparation of a comprehensive housing strategy as a priority goal for the region. The housing strategy is intended to assist municipalities across the region with increasing access to quality housing for varying income levels, and to be prepared in partnership with housing-based organizations and other stakeholders. The regional housing strategy will build upon housing goals and strategies contained in the proposed CRCOG 2024 Plan of Conservation and Development and local Affordable Housing Plans prepared by CRCOG member municipalities. The project is not intended to be a new "plan" comprised of goals and action steps (though we recognize new strategies may emerge during this process). Rather, the housing strategy will produce a series of products and tools that can be used by CRCOG and our communities to tackle housing challenges to tangibly increase housing options in the region.

Seven firms submitted responses to the RFQ and our selection team interviewed four of those respondents. CRCOG wishes to begin negotiations and execute a contract with Goman + York, the highest rated firm based on the interviews.

### **Benefit to Member Towns/CRCOG:**

The project will produce a number of analyses, fact sheets, and tools that member municipalities can utilize as they discuss and plan for housing at the local level. As the budget permits, staff expects to provide assistance to three high priority housing sites in the region,

in collaboration with interested municipalities. In addition, we use the study to analyze and develop a regional framework, including exploration of a regional housing trust/land bank, and outline efforts needed to sustain housing initiatives beyond this two-year project.

**Financial/Operational Impact:**

CRCOG staff has budgeted up to \$200,000 over two years for this first phase of the Regional Housing Strategy, with funds provided by CRCOG's Regional Fund.

**Recommendation:**

CRCOG staff respectfully requests approval of the attached Resolution for the Execution of an Agreement with Goman + York for the CRCOG Regional Housing.

**Attachments:**

- Proposed Resolution

## AUTHORIZING RESOLUTION

### FOR THE EXECUTION OF AN AGREEMENT WITH GOMAN + YORK FOR THE CRCOG REGIONAL HOUSING STRATEGY

**WHEREAS**, the Capitol Region Council of Governments (CRCOG) is initiating the first phase of a multi-year Regional Housing Strategy which, among other tasks, will provide tools to assist municipalities with implementation of their local Affordable Housing Plans, provide training tools and resources, and explore regional roles in creating housing; and

**WHEREAS**, CRCOG's Strategic Playbook includes a goal to assist municipalities across the region with increasing access to quality housing for people of varying income levels and includes an Action Step to develop a comprehensive housing strategy for our region in partnership with housing-based organizations and other stakeholders; and Housin

**WHEREAS**, the proposed CRCOG's 2024 Plan of Conservation and Development includes an action to Develop a Regional Housing Strategy to conduct a deeper analysis of housing trends and needs and gaps in the region, and to create tailored solutions and programs to help municipalities; and

**WHEREAS**, the project budget of up to \$200,000 over two years will be funded through CRCOGs' Regional Fund; and

**WHEREAS**, CRCOG has conducted a qualifications-based selection process and identified the consulting firm Goman + York as the most qualified to assist CROCG in the development of the Regional Housing Strategy;

**NOW, THEREFORE, BE IT RESOLVED**, that CRCOG's Executive Director, Matthew W. Hart, is authorized to act on behalf of the Capitol Region Council of Governments in negotiating, executing, and amending all appropriate and necessary contractual instruments with Goman + York for the purpose of conducting a scope of services for the Regional Housing Strategy.

#### CERTIFICATE

I certify the above is a true copy of a resolution adopted by the Policy Board at its meeting held on November 20, 2024.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Jason Bowsza, Secretary