



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> October 7, 2024		<b>Subject:</b> Housing Our Future Conversation Guide	
		<b>Staff Members:</b> Kimberly Rybold, AICP, Senior Planner Daniel Pauly, AICP, Planning Manager	
		<b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Use the Conversation Guide to gather additional input on the community's housing experiences for the Housing Our Future project.			
<b>Recommended Language for Motion:</b> N/A			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities: Increase housing opportunities for all and reach functional zero homelessness	<input type="checkbox"/> Adopted Master Plan(s): Comprehensive Plan	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Staff will present the Housing Our Future Conversation Guide and seek City Council participation in hosting housing conversations.

**EXECUTIVE SUMMARY:**

The Conversation Guide stems from prior conversation with the Council regarding outreach around housing. At the May 20, 2024 City Council work session, the project team provided additional options for outreach opportunities to inform the Housing Our Future project. In particular, Council expressed interest in ensuring that the project has input from multiple community perspectives, particularly from those who do not participate in traditional outreach opportunities like surveys and open houses. The project team presented several options for additional outreach activities, and Council expressed interest in developing and using the Conversation Guide (Attachment 1) to gather additional community input about housing experiences and needs. At this work session, the project team will share the Conversation Guide, which was developed by ECONorthwest, and provide information on how to use the guide.

The Conversation Guide seeks to empower project participants to host conversations with friends, family, and colleagues to discuss housing needs and support the City could offer. The Guide provides guidance for people hosting housing conversations, including background information about the project, instructions on how to host the conversations, key questions for discussion, direction on documenting feedback from the discussions, and details about how to submit the results of the conversations. To inform the Housing Production Strategy (HPS) on the current project timeline, the conversations need to be held during fall 2024.

The success of this tool will depend on the efforts of those in the community hosting these conversations. The City will share this Conversation Guide with the Planning Commission, Diversity, Equity and Inclusion Committee, and Task Force members working in the Wilsonville Community. The project team will work in coordination with the City's Economic Development Manager to distribute the Conversation Guide to local employers. To inform the public, staff included information on accessing the Conversation Guide in the October Boones Ferry Messenger, and this information will also be shared across the City's social media channels, *Let's Talk, Wilsonville!* distribution list, and the Housing Our Future project interested parties list. Community members can request a Conversation Guide by visiting the Housing Our Future project page on [www.letstalkwilsonville.com](http://www.letstalkwilsonville.com).

Input from the conversation guide will inform the ongoing Housing Our Future project. The Housing Our Future project is analyzing Wilsonville's housing capacity and need and creating strategies to meet housing needs. The project will build on a series of past housing initiatives and recently-adopted policies including the Equitable Housing Strategic Plan, Town Center Plan, and Frog Pond planning.

**EXPECTED RESULTS:**

Presentation of the Conversation Guide and opportunity to ask questions about hosting housing conversations.

**TIMELINE:**

The Conversation Guide will be available throughout October and November. Results of housing conversations will need to be submitted to staff by mid-December so that input can be incorporated into the project. Work to finalize the Housing Needs and Capacity Analysis and develop the Housing Production Strategy, incorporating the feedback received, will occur throughout 2024 into mid-2025.

**CURRENT YEAR BUDGET IMPACTS:**

Development of the Conversation Guide, estimated to cost no more than \$10,000, is funded by the Planning Division's professional services budget. For the broader Housing Our Future project, a portion of City staff time in fiscal year 2024-2025 is funded by a \$40,000 Department of Land Conservation and Development (DLCD) grant. Phase 3 consultant costs are funded directly by DLCD for a total estimated project cost of approximately \$115,000.

**COMMUNITY INVOLVEMENT PROCESS:**

The conversation guide will be an important tool in the community involvement planned as part of the Housing Our Future project.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

As a result of the Conversation Guide, the City will have a clearer understanding of housing needs to inform the Housing Our Future project.

**ALTERNATIVES:**

City Council may choose to not to host conversations using the Conversation Guide.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENT:**

1. Housing Our Future Conversation Guide