



City of Fayetteville, Arkansas

113 West Mountain Street
Fayetteville, AR 72701
(479) 575-8323

Legislation Text

File #: 2024-18

Sarah Moore recommends establishing a Housing Coordinator position.

A RESOLUTION TO ESTABLISH A NEW FTE FOR A HOUSING COORDINATOR TO FOCUS EFFORTS TOWARDS THE HOUSING CRISIS DECLARATION OF APRIL 2, 2024

WHEREAS, the City of Fayetteville Arkansas recognizes the critical importance of addressing housing challenges faced by its residents with recognition of the housing crisis faced by residents on April 2, 2024 with the establishment of a housing task force; and

WHEREAS there is a pressing need for a dedicated city staff to coordinate efforts and initiatives across city departments embedded within long range planning for the purposes of convening and supporting the needs of the housing task force, being a continuity point across departments, seeking out other funding opportunities, and assisting with the metrics for monitoring policy impacts to the existing housing gaps in the City of Fayetteville; and

WHEREAS, the establishment of a Housing Coordinator position will enhance the city's ability to develop and implement comprehensive strategies from the 2040 City plan and the Housing Task Force solutions; and

WHEREAS, the Housing Coordinator will serve as a central point of contact for stakeholders, residents, and governmental agencies involved in housing-related matters, facilitating collaboration and communication among various entities, and

WHEREAS, the City Council has conducted a thorough review of the potential benefits and costs associated with creating the Housing Coordinator position and recognizes that American Rescue Plan Act (ARPA) monies were designated to respond to the needs that were greatly increased during the COVID-19 pandemic; and

WHEREAS, that the City of Fayetteville received ARPA monies intended for the relief of community needs related to the COVID-19 pandemic and that adequate monies remain available to address Public Health & Negative Economic Impact for households that experienced increased housing insecurity and those that are low or moderate income experienced a negative economic impact from the pandemic.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1: That the City Council of the City of Fayetteville, Arkansas hereby establishes the position of Housing Coordinator to oversee and coordinate housing-related initiatives and activities and requests

assistance from Human Resources to craft a formal job description which should include convening the housing task force, assisting and supporting efforts needed as identified by the task force, developing and implementing strategies to address housing challenges, serving as a liaison to community organizations and residents on housing matters, facilitating community and stake owners engagement and outreach on issues impacting housing quality and stock, monitoring and evaluating the effectiveness of available housing programs and policies, and coordinating with relevant City department to streamline housing-related processes and programs.

Section 2: That the City Council of the City of Fayetteville, Arkansas hereby approves a budget adjustment of \$90,000.00 from any unspent, available ARPA revenue to fund this budget adjustment and the first year's annual cost of the Housing Coordinator's position (including salary, equipment and training) for the City.



MEETING OF APRIL 16, 2024

TO: Mayor Jordan and City Council
THRU: Kit Williams, City Attorney
FROM: Sarah Moore, City Council Member - Ward 1 Position 2
SUBJECT: Sarah Moore recommends establishing a Housing Coordinator position.

RECOMMENDATION:

Council Member Moore recommends a resolution establishing the position of Housing Coordinator.

BACKGROUND:

DISCUSSION:

BUDGET/STAFF IMPACT:

Any unspent, available ARPA revenue to fund budget adjustment for the first year's annual cost of the Housing Coordinator's position.

ATTACHMENTS: BA (#3), Agenda Request - Moore (#4), Sarah Moore Email Approval (#5), Job Description Housing Coordinator (#6)

City of Fayetteville, Arkansas
DRAFT - Housing Coordinator Draft Job Description- DRAFT

Summary:

The City of Fayetteville is seeking a highly motivated and compassionate individual to fill the role of Housing Coordinator. This position is responsible for developing and implementing strategies to address housing issues within the community. The successful candidate will work collaboratively with various stakeholders, including government agencies, non-profit organizations, and community groups, to create effective and sustainable solutions.

Responsibilities:

1. Housing Task Force Coordination:

-Convening the housing task force and assisting and supporting the efforts identified by the task force.

2. Community Engagement:

- Develop educational materials and communications strategy to raise awareness about housing issues, and foster partnerships with community and statewide stakeholders to address these challenges collectively.

-Create community feedback loop to garner feedback in response to housing challenges and policy changes.

3. Policy Development:

- Research and analyze housing policies and regulations to identify areas for improvement and advocate for changes that promote affordable housing and address the growing unhoused population.

4. Manage Affordable Housing Initiatives:

- Convene a focus group/informal advisory panel of local developers to establish open dialogue and better understanding the hurdles they face in the creation of housing, and especially housing attainable to residents below median incomes.

- Oversee the development and management of affordable housing projects, working closely with developers, contractors, and government agencies to ensure the successful implementation of housing solutions.

5. Data Analysis and Reporting:

- Utilize data to assess the impact of homelessness and housing programs, generate reports, and make data-driven recommendations for continuous improvement.

6. Collaborate with Government Agencies:

-Coordinate closely with all city departments, regional authorities, and other government agencies to identify complementary projects and facilitate efforts to align resources to maximize efficiency with respect to mitigation of those without housing and housing challenged.

7. Grant Writing, Housing Funding Resourcing, and Fundraising:

- Identify and apply for grants to secure funding for those experiencing lack of housing and other identified housing initiatives, and explore fundraising opportunities to support and expand existing programs.

-Explore and identify possible other avenues of financing to build housing supply.

Qualifications:

- Bachelor's degree in Public Administration, Public Service, Urban Planning, or a related field. Master's degree preferred.
- Demonstrated experience in developing and implementing housing programs.
- Strong knowledge of local, state, and federal housing policies and regulations.
- Excellent interpersonal and communication skills, with the ability to collaborate effectively with diverse stakeholders.
- Strong organizational and project management skills.
- Ability to work independently and as part of a team in a state and glacial environment.
- Passion for social justice and a commitment to making a positive impact on homelessness and housing issues.