



BROOKLINE HOUSING PRODUCTION PLAN: INVOICE 2 PROGRESS UPDATE

January 4, 2022

Barrett Planning Group LLC is pleased to update the Town of Brookline on the consulting team's progress as of January 4, 2022.

Task Description	Budget	Invoice #2 1/4/2022	Cumulative	Balance	% Invoiced
Task 1: Community Engagement	\$ 32,400.00	\$ 6,325.00	\$ 11,015.00	\$ 21,385.00	34.00%
Task 2: Housing Needs Assessment	\$ 20,250.00	\$ 2,500.00	\$ 3,680.00	\$ 16,570.00	18.17%
Task 3: Affordable Housing Goals	\$ 14,400.00	\$ -	\$ -	\$ 14,400.00	0.00%
Task 4: Housing Strategies	\$ 19,650.00	\$ -	\$ -	\$ 19,650.00	0.00%
Task 5: Location-Based Recommendations	\$ 42,330.00	\$ -	\$ 2,400.00	\$ 39,930.00	5.67%
Task 6: Miscellaneous Project Coordination	\$ 24,960.00	\$ 2,100.00	\$ 6,600.00	\$ 18,360.00	26.44%
Subtotal - Professional Fees	\$153,990.00	\$10,925.00	\$ 23,695.00	\$ 130,295.00	15.39%

TASK 1: COMMUNITY ENGAGEMENT

1.2. Outreach, Consultation, Involvement, Collaboration, Shared Leadership

The consulting team launched a “deeper dive” interview process in the beginning of December. Through these targeted interviews, we sought to gain greater understanding from people and groups whose perspectives we had not yet heard or were underrepresented in the initial interview process, including fourteen fields of industry professionals, service providers, advocates, and stakeholders. In this phase (which will be ongoing through January), the team has spoken with 37 participants. Interviews were primarily conducted via Zoom in small groups and individually. For participants who preferred to speak with the consulting team via phone instead of Zoom, this option was available, although infrequently requested.

One focus group, organized with Brookline's Center Makor, was advertised by way of a translated flyer, and offered live interpretation services for Russian-speaking participants.

The consulting team conducted focus groups with residents of Brookline Housing Authority properties in evening appointments advertised in the BHA newsletter. For interested participants for whom the appointment time or format represented barriers, the team conducted individual calls with

residents. These participants were compensated for their time with stipends of appreciation (nine participants were offered \$25 each).

TASK 2: COMPREHENSIVE HOUSING NEEDS ASSESSMENT

2.1 Review of Previous Plans

The consulting team continues to review the products of several of the Town's recent planning efforts. These past efforts represent an opportunity to learn about Brookline's needs and priorities, the ways in which they have changed and evolved, and the goals that have or have not yet been addressed. We are also reviewing regional plans that include relevant data and other information.

2.2. Housing Needs Assessment Approach

In conversations with the 96 interview participants with whom the consulting team has spoken so far, trends have emerged about Brookline's current housing needs and priorities. These patterns guide the consulting team's continuing research efforts. Town staff have provided and are continuing to provide data to the consulting team for comprehensive analysis. We have also purchased proprietary data and market analytics from outside sources.

TASK 6: MISCELLANEOUS PROJECT COORDINATION

The consulting team and Working Group have met four times (October 12, November 9, and November 30, and December 14, 2021) via Zoom.