

# WHITEFISH STRATEGIC HOUSING PLAN STEERING COMMITTEE

## MINUTES

January 9, 2020 at 6:00 p.m.

### 1. Call to order:

The meeting was called to order at 6:01 p.m.

Present: Addie Brown-Testa, Wendy Compton-Ring, Ben Davis, Rhonda Fitzgerald, Kevin Gartland, Melissa Hartman, John Muhlfeld, Rebecca Norton

Absent: Dana Smith

Staff: Angie Jacobson, Lori Collins, Katie Williams

### 2. Approval of Minutes from the December 19, 2019 meeting:

Hartman/Fitzgerald made a motion/second to approve the minutes from the December 19, 2019 meeting. Passed unanimously.

### 3. Review and Provide Direction to Move Forward on Proposal and New Scope of Work from Homeword:

The Committee reviewed the scope of work. The Committee asked if the financial analysis could include two different scenarios: 1) 24 townhouses and 2) phased option of townhouses to determine if there is any value to phasing the project. The final product will include one set of design work but phasing the financing.

*Motion:*

Rhonda – approve the scope of work, have it done sooner and consider phasing of the project

John – 2<sup>nd</sup>

*Discussion:*

It was suggested, and all agreed, a presentation from Homeword should occur during a worksession with Council (joint meeting) to save time

*Vote:*

Unanimous

*Further Discussion:*

Rebecca – Asked questions about the project and why we lost the rentals? The Committee noted the funding gap with the project

Ben – Asked if the Committee still OK with the decision to move to all townhouses and eliminate the rentals? The group was still comfortable with this decision

Katie Williams – *provided additional background why we went to all townhouses*

Rebecca – Asked questions about the contamination – it is located in the NW corner of the property and the City has been working with DEQ on remediation.

The Committee noted the City needs to have a signed contract by June 30<sup>th</sup> if they want to use money from the TIF – currently \$200k from the TIF is identified for the Snow Lot

The Committee wondered if we could negotiate an earlier timeframe from Homeward. Angie and Wendy will update Dana when she gets back on Monday to have her visit with Homeward. Committee suggested the work be done by **January 31<sup>st</sup>** or **February** at the very latest. Have the results come back to the Steering Committee in February and then to Council for a worksession.

Another Committee member suggested the City enter into a contract with the WHA before July for development of the Snow Lot? Possible option – need to discuss further with Dana

Rebecca – how are we handling snow storage? The City is looking at three different options including a BNSF – temporary easement, at the City Shop or possibly a private lot

#### **4. Update and Discussion on Other Current Projects:**

**FUNDING:** Katie Williams provided the group an update on funding. Katie, Lori Collins and Marney McCleary met and will assemble a spreadsheet/checklist identifying all the different types of funds and what they can be used for (NeighborWorks, short-term loans, down payment/closing costs, CDBG, (RCAC) Rural Community Assistance – Rural Development, etc.)

Lori – will be bringing a list of grants, funds to show what the various funds are and who can qualify and for what; she further described the role of Whitefish Area Land Trust (WALT) and how it will change into a different type of nonprofit.

**Whitefish Community Foundation:** The WHA has a meeting next week with the WF Community Foundation to be a part of the Great Fish to get their name out there and to get a Dedicated Fund. The Dedicated Fund will have five (5) different funds: down payment/closing costs assistance, land banking, housing development, snow lot, and Alpenglow, phase II. The WHA is developing a donating brochure. There was some discussion about the different administrative fees.

The group would like to discuss funding and sources at the February meeting. Everyone agreed to change the meeting time to 2:30PM on February 13<sup>th</sup> so Marney can attend the meeting, as she is an expert in the field

Rebecca wondered if there is a financial goal for each of the funds. The WHA will be working on the dedication of funds. The funding of workforce housing is part of the purview of the Steering Committee – it's in the Strategic Housing Plan and we want to make sure it is successful; but the details will be under the WHA and not the Steering Committee. Maybe it will be good to have some targeted goals, so the public knows the target – like an annual campaign.

**ACCESSORY DWELLING UNITS:** Review in February with information sent out in advance

**ANNEXATION POLICY:** No discussion

**5. Public comment:**

The Committee discussed the possibility to vary housing standards in the Administrative Procedures – such as minimum square footage for rental units. The Committee directed staff to put it on the list to consider in the future as part of the annual review. Staff requested the updated sales information from NMAR for 2019 in order to update the fee in lieu of housing.

Needs Assessment – is it time for an update? The Steering Committee ends 2020; therefore, it is time to start thinking about the Needs Assessment and Strategic Housing Plan and evaluate the role of the Committee. The Committee asked staff to add this to the agenda, as an ongoing item to visit about.

How can other people build apartments, but we can't figure it out? There are some higher costs in the estimate and others have deeper pockets along with groups of investors.

**6. Next Meeting:**

Next Meeting is February 13, 2020 from 2:30 to 4:30 p.m.

**7. Adjourn:**

The meeting adjourned at 7:32 p.m.