

Workforce Housing Steering Committee Minutes

February 24th, 2021 4:00pm - 5:30pm

Meeting Purpose: Monthly workforce housing steering committee meeting to discuss and take action on Committee mission and goals.

Attendees: Theresa Whistler, Marcella Manuel, Jo Ann Eder, Martha Brown, Eric Allen, Robin Adams

Minutes:

1. Introduction of Guests (2 minutes)
2. Owner-Built Housing Status Update (5 minutes)
 - a. Past group
 - i. Heather Quinn is likely going to take on HOA fund management of the RHT Homeowner's Association (this is the HOA that is limited to the 6 homes on the same lot, they will also be paying Spires HOA dues).
 - ii. Homeowners still haven't closed yet and are still renting from Habitat. They have reached an agreement with the Spires HOA but are waiting for the declarations to be filed.
 - b. Current group
 - i. Consistent group of volunteers coming (group of 5 retired folks)
 - ii. Beartooth Electric is still planning on doing showcasing and tours for the Beartooth House
 - iii. Next 2-3 weeks Rex and volunteers are working on painting, end of March should finish flooring
 - iv. NCCC crew coming from Helena in the second week of March to work on the build site and other RLACF projects
 - c. Future group
 - i. Still looking for more applicants for next cycle, have several that look ready but Robin wants a robust pool to choose from. Hoping to have four by the end of March.
 - ii. Cassie is coming to Red Lodge the second week of March to interview applicants
3. CDBG Funded Projects Update (20 minutes)
 - a. Workforce Housing Study / PAR
 - i. Working on checking off start-up requirements before contracting with Cushing Terrell to begin work. Robin is putting together a team to advise them, including flagging potential sites to focus on. Marcella Manuel is interested; Brent Moore has also volunteered to join this team.
 - ii. Discussion of specific sites:
 1. Potential to partner with City to develop housing on lot they own near the airport. Would require a code change and land trade or sale from a private owner.

2. Jim Bushnell will need to be worked with to determine how to connect to water/sewer hookups.
 3. Marcella is concerned that no additional water/sewer hookups are currently allowed as per DEQ requirements. Theresa says that Phase 1, 2, and 3, of the Stormwater plan is currently being implemented already to increase capacity. There's some potential we could 'borrow' a hookup from a PUD that won't start construction before this potential development is finished.
- iii. Robin will let Mayor know that we're hoping to introduce several resolutions to City Council on Tuesday 8th
- b. CARES
 - i. Starting Environmental Review and other start-up requirements
 - ii. Defining roles between all the different partners involved
 - iii. The RLACF Housing Legalities team and staff, HAHFH, and Trust Montana will be meeting monthly as we set up implementation schedule.
 - iv. Likely that units won't be move-in ready before Spring 2023.
4. Planning Board Statement (5 minutes)
 - a. Planning Board meeting on February 23
 - i. Subdivision regulations are going to be redone, some recommendations we made will require changes to that document
 - ii. Zoning recommendation was finalized by Planning Board. Many of our recommendations were adopted either at this meeting or were already incorporated.
 - iii. We will need to submit again to City Council to comment on the aspects of community development policy that are not under Planning Board purview.
 - b. Marcella knows someone who has an 800 square foot unit that costs \$229,000 as list price, which includes cost of transportation. Built in 1975, updated about 5 five years ago with a fireplace. Also has 500 square foot deck area. All other costs after the highway transportation the homeowner is responsible for.
 - c. General consensus that it's worth it to keep meeting as the policy sub-group, focus on programs that work and researching existing conditions to inform action.
5. Journey Mapping, review and refine since November (10-20 minutes)
 - a. View updated graphic (still missed # of homes assisted by 2007 program, Robin will ask City)
 - b. In Gardiner, they have some programs where a group of investors get together to buy homes for their workforce or other shared clients.
 - c. Include the URD district in timeline (if it passes)
 - d. 2022 Economic Outlook focused on housing, could include data from that too.
 - e. Should create blueprint of Owner-Built Housing program for other communities.
6. Upcoming events and Housing Strategic Plan schedule (10 minutes)
 - a. Needs Assessment should be ready in April, will be presenting a draft of the needs assessment during the March 24 meeting for feedback and refining.
 - b. Strategic Planning will be two sessions once data from needs assessment is made available.