

City of McCall
Housing Advisory Committee
Agenda
January 10th, 2022, 4-5:30 pm
TEAMS/McCall Library
218 E Park St
McCall, ID 83638

Use a phone to call 208-634-8900, when prompted enter Conference ID , [829373847#](https://teams.microsoft.com/join/829373847) If there are any questions, contact Meredith Todd, Assistant City Planner (mtodd@mccall.id.us) The Meeting Room Occupancy Capacity is subject to the 6-foot social distancing and a capacity of 9 people. Masks are required in City Buildings.

CALL TO ORDER AND ROLL CALL

Nick Zello, Pat Hill, Robert Lyons, Diane Kushlan, Toni Curtis

CONSENT AGENDA

- Approve December 13th HAC Minutes

OLD BUSINESS

- Housing Action Plan Update – Michelle
- Housing Solutions Idea Brainstorm – *(chronologically at end of the meeting)*
 - Review supported ideas, refresh earlier ideas not yet discussed, solicit new ideas.
 - Skilled trades programming
 - Linkage with chamber of commerce
- 111 W. Lake St. ADU Donation Update – Brian/Meredith
- Surplus LOT Funds
- Colorado St – Lessons Learned

NEW BUSINESS

- Housing Solutions Roundtable Workshop (Jan. 13th)
- Local Housing Inclusions in New Development Proposals
- Review 2022 HAC Bylaws *(to review at the beginning of meeting)*

NEXT MEETING

Next Regular Meeting – February 10 (Thurs)

ADJOURN

American with Disabilities Act Notice: The McCall Library is accessible to persons with disabilities. If you need assistance, contact City Hall at 634-7142

City of McCall
Housing Advisory Committee
Minutes
December 13th, 2021, 4-5:30 pm
TEAMS/McCall Library
218 E Park St
McCall, ID 83638

CALL TO ORDER AND ROLL CALL – Meeting started at 4:04pm

Members Nick Zello, Pat Hill, Robert Lyons, Diane Kushlan, and Toni Curtis (absent at roll call but did arrive later on) were present. Michelle Groenevelt (CED Director), Meredith Todd (Assistant Planner), and Brian Parker (City Planner) were present.

CONSENT AGENDA

- Approve November 8th HAC Minutes – Correction provided by N. Zello motion to approve, Diane seconded.

OLD BUSINESS

- Housing Action Plan & Housing Authority Update – Michelle

Ms. Groenevelt provided an update on the work of the Housing Action work group and mentioned they would be visiting the area for work sessions on the ground. The work sessions will be run with a steering committee of 15-20 community leaders who are involved in housing efforts in the area. There will be a webpage created to engage better with the public. Both Member Lyons, as Chair of the Planning & Zoning Commission, and Chair Zello will be asked to serve on the steering committee, unless any other HAC member wishes to represent the group. Member Kushlan asked whether the Action Plan was proceeding on schedule and Ms. Groenevelt indicated it was. Member Lyons asked whether the steering committee and work sessions would include representatives from the Sewer District. Chair Zello said he would be happy to represent the HAC in the steering committee.

- Housing Solutions Idea Brainstorm – *(chronologically at end of the meeting)*
 - Review supported ideas, refresh earlier ideas not yet discussed, solicit new ideas.
 - Skilled trades programming

Member Lyons mentioned that the McCall College is still functioning and doing some trades courses and skills training periodically. Apprenticeships with local employers are offered periodically (mostly contractors/skilled trades).

- Linkage with chamber of commerce – to January
- Habitat for Humanity

Chair Zello spoke with Habitat and the ReStore in Boise. The ReStore would require a franchise agreement with Valley County, and Habitat for Humanity builds would be tied

to a 30% AMI limit for occupants which could be challenging given historic challenged to income-tied housing initiatives in McCall. The Habitat and ReStore team did say they would be happy to share information and resources in the event Habitat and the materials center may not work out here in Valley County.

- Partnership with MDSO Schools

Adopting a project-based curriculum will be more challenging than just reaching out to the schools as it will need to be approved by the School District and Director of Curriculum. However, shorter term projects, like the local high school “public comment speech” project that Ms. Todd and Chair Zello had worked with students on, would be possible. In addition, the High Schoolers’ Senior projects may be opportunities for students to make a difference on local issues, including housing.

- 111 W. Lake St. ADU Donation Update – Brian/Meredith

Ms. Groenevelt provided the background on the topic from learning the building would be donated (thanks Brian!) and updated the committee on staff progress looking into how and where to move the building. Staff has determined it will best fit on the Davis Avenue parcel that was recently deeded from the MRA to the City. Delta James, the Economic Development Planner has reached out to the State Department of Commerce regarding a Gem Grant, and the project is a competitor for winning full funding. The City Council meeting to discuss receiving the donation, and determining where to move the structure will be on December 16th. Questions for Council: Would the Council like to accept the donation and proceed? Given a remodel is needed, is this a good opportunity for the first City project? Would the Council be interested in utilizing the building and property as City Employee starter housing?

Member Hill also went to look at the site and had some concerns about cost. Mr. Parker had asked the home-mover, Pacific Movers, whether they would be interested in donating the labor for moving as an in-kind donation. Pacific Movers said “maybe.” Member Hill mentioned that the slab foundation might be more costly than early estimate, and mentioned that the Davis property still might be good for more than one unit if the wetlands on site were mitigated; he thinks the Flynn St parcel would be his preference for the structure to be moved to.

Member Lyons asked whether locating the structure to a vacated road terminus might be a valuable option, and what the best method for the property’s ownership and management would be. Ms. Groenevelt said that no matter which entity owns the structure or property, if Council accepts the donation that there would be a deed restriction for local housing on the structure. She emphasized that the discussion of the structure and donation would be held at a high-level with City Council to avoid getting into the weeds. Chair Zello asked whether the Housing Authority would be a good property manager in a future where it is created. Ms. Groenevelt said the Housing Authority would be a great option and that if the HAC would like to make a recommendation to City Council on the matter, that is entirely within their role.

Estimated costs for all work on the move and update of the structure comes to approximately \$100,000. Member Lyons mentioned that estimate was extremely high, and Ms. Groenevelt mentioned the estimate was from local contractors and builders and didn't include low-cost kitchen remodel solutions, and did not include any potential donation of time, materials, or services. Member Hill agreed the estimate seemed very high and that locating it at that cost should be a one-time investment and does run on a time constraint given the owner/donors wish the building to be moved by spring. Ms. Groenevelt agreed with each of these comments and mentioned few contractors will make a full and accurate estimate until concrete interest is expressed by council. Chair Zello summarized that the HAC could ultimately support the endeavor if the costs penciled out right.

Chair Zello made a motion to formally offer support for the effort to City Council. Member Kushlan seconded the motion. All members voted Aye and the motion carried.

- Old Dump Site Update (EPA Determination) – Michelle

Ms. Groenevelt got in touch with members of the original EPA Brownfields assessment and learned that the report was only a first stage analysis (of many stages) and had been stopped at the point of previous staff and council deciding further analysis would not be a good use of municipal dollars. If the city were to have interest in the site again, too much time has elapsed since the original study to continue without starting the analysis process over again.

NEW BUSINESS

- Emerging Trends in Real Estate Workshop – Diane

ULI hosted a workshop with the Urban Land and Price Waterhouse which produced a report on emerging trends from industry leaders in real estate. During the workshop, presenters presented themes and trends across sectors in real estate, housing and beyond. One trend of note was an increasing method of investment in single family homes, en masse to be rented, rather than owned by individual owners. That trend as identified among real estate professionals in the room led to a discussion on legislative priorities and what type of tools the state of Idaho should/could be provided to local governments. Ms. Todd mentioned that a similar turn to look at policy options at the federal level may be possible after a discussion with the Gateway and Natural Amenity Region (GNAR) researchers led to multiple GNAR communities asking to get help from a national policy arena. Chair Zello, Member Kushlan, Ms. Todd, and Ms. Groenevelt will be in attendance.

- Surplus LOT Funds

\$67,310 available, not \$100,000 as reported. The HAC may write a letter requesting additional funds. There was some discussion of what may occur if the dollars are not allocated, but it is likely Council will allocate it to the groups who apply for the dollars. Members discussed options for requesting dollars – either the deed restriction incentive program, the movement of the

“Toaster,” or a generalized request that is specific enough to have merit, but general enough to be flexible in how funds received may be spent. Members determined that writing a letter to request funds for continued housing would be a good option, and Ms. Groenevelt said that it would be good to have the words coming from the HAC would be compelling.

Member Kushlan left the meeting at 5:00pm.

Member Zello made a motion to draft a letter from the HAC to request additional funds for Housing initiatives. Member Curtis seconded the motion. Members voted aye and determined \$20,000 would be a reasonable amount to request.

- Review 2022 Meeting Calendar

Member Zello made a motion to keep meetings on the 2nd Monday of the Month and consider moving around the February 14th meeting to accommodate date duties as a discussion during the January Meeting.. Member Hill seconded. Unanimous.

NEXT MEETING

Next Regular Meeting – January 10th, 2022

ADJOURN

Member Zello made a motion to adjourn. Member Curtis seconded the motion. The meeting ended at 5:26pm.

Date:

Nick Zello, HAC Chair

Michelle Groenevelt, CED Director

American with Disabilities Act Notice: The McCall Library is accessible to persons with disabilities. If you need assistance, contact City Hall at 634-7142

2022 BYLAWS, PRACTICES AND PROCEDURES THE CITY OF McCALL LOCAL HOUSING ADVISORY COMMITTEE

ARTICLE I ESTABLISHMENT

Section 1. Establishment:

The City of McCall Local housing Advisory Committee (hereinafter called the Committee) is established by authority of Idaho Code. The office shall be located in the McCall City Hall Building at 216 E. Park Street, McCall, ID 83638. Telephone (208) 634-7142

ARTICLE II MEMBERSHIP AND OFFICERS

Section 1. Membership:

The Committee shall consist of five (5) voting members appointed by the City Council. The term of office for each appointive member shall be three (3) years. Each member may serve no more than 2 consecutive terms. Committee members need not be a resident of the City of McCall. Representation from housing and construction related professionals such real estate, land use law, building and construction, architecture, finance and other related fields, is preferred.

Section 2. Officers, Number, Qualifications and Duties:

The officers of the Committee shall be a Chairperson and a Vice-Chairperson. The Chairperson shall be elected by and from among the members of the Committee. The member of the Committee most senior in longevity (not including the Chairperson) shall be designated as and serve as Vice Chairperson. The duties of such officers shall be such as are usually performed by such officers in similar organizations and as defined by the parliamentary authority adopted by the Committee in Article IV, Section 1, of these Bylaws, as well as the following:

- A. Chairperson:
 - 1. Preside at all meetings of the Committee.
 - 2. Sign documents of the Committee.
 - 3. Assure that all actions of the Committee are properly taken.
 - 4. Make Sub-Committee appointments as required.

- B. Vice-Chairperson:
During the absence, disability or disqualification of the Chairperson, the Vice-Chairperson shall exercise or perform all duties and be subject to all the responsibilities of the Chairperson.

Section 3. Election and term of Office, Vacancies:

Officers shall be elected by majority vote of the members of the Committee annually at the first Committee meeting of each calendar year, and shall serve a term of one year or until their successors are elected. Vacancies in officer's positions shall be filled by election whenever they occur, at the meeting next following the occurrence of the vacancy in the manner provided for election of officers in this section.

Section 4. Resignation:

Any officer may resign at any time by giving written notice of such resignation to the Committee. Unless otherwise specified in such written notice, such resignation shall take effect upon receipt by the Committee, and the acceptance of such resignation shall not be necessary to make it effective.

Section 5. Removal:

Any officer may be removed, with or without cause, upon a vote of a majority, but no fewer than three, of the voting members of the Committee; a successor may be elected as in these Bylaws provided for the filling of vacancies at any time.

Section 6. Secretary:

The Committee will be staffed by the Administrator, or his/her designee. In addition to providing customary technical support, staff will perform the following duties of Secretary:

1. Keep the minutes of all meetings of the Committee in an appropriate minutes book.
2. Advertise all legal notices required by the Idaho State Code or these bylaws.
3. Prepare the agenda for all meetings of the Committee.
4. Be custodian of Committee records.

ARTICLE III MEETINGS

Section 1. Regular Meetings:

The Committee shall meet for a regular meeting on the second Monday of the month. The regular meeting may be scheduled for another date in order to not

conflict with holidays or significant local or civic events. Meetings shall be held at the hour and place fixed from time to time by motion of the Committee or at the Hour of 4:00 p.m. in Legion Hall or McCall Library if no other time or place is so fixed. The Secretary will publish and distribute to the members an agenda on or before the Friday before the meeting. In the event there is no business to transact, the meeting will be cancelled. The absence of an agenda serves in lieu of a notification of cancellation.

Section 2. Quorum:

At all meetings of the Committee the presence at the commencement of any meeting in person of a majority of the members thereof who are qualified to vote shall be sufficient to constitute a quorum for the transaction of any business of the Committee.

ARTICLE IV RULES OF ORDER

Section 1. Rules of Order:

The order of business for the Committee shall be the following:

- A. Open-call meeting to order
- B. Attendance roll call
- C. Review and approval of minutes of preceding meetings
- D. Old Business
- E. New Business
- F. Adjourn

ARTICLE V VOTING

Section 1. Voting:

Each regularly appointed member shall be entitled to one vote on any matter which may come before the Committee. The vote of a majority of the members present at any meeting attended by a quorum of its members shall be necessary to decide any item. The Chairperson may enter into the discussion of and vote on any item before the Committee.

Section 2. Tie Votes Concerning Recommendation to City Council:

Upon a vote to recommend approval or disapproval of a proposed action to the governing board, a vote which results in a tie shall automatically require that a recommendation of disapproval to the proposed action be forwarded to the **City Council**.

ARTICLE VI AGENDA

Section 1. Agenda

In order to facilitate and conduct orderly business, the members of the Committee resolve: For those persons desirous of coming before this body, a list of particulars shall be submitted to the Administrator stating the reason or reasons why they wish to be heard, in order to facilitate this process and give proper notice to all persons who may be affected and therefore giving them an opportunity to be heard. Said list of particulars must be submitted no later than 12:00 noon on the Thursday preceding the next scheduled meeting. Any request presented in this manner will be drawn up and published and/or aired through various media to inform the public of business presented. All requests received will be heard in the same order in which received, i.e., first request received will be heard first, etc.

ARTICLE VII COMMITTEES

Section 1. Committees:

Sub-Committees may be established and appointed and given charge and timelines by the Chairperson to assist the Committee in performance of its function. Citizens and public officials may also be appointed to serve as non-voting members on the sub-committees.

ARTICLE VIII AMENDMENT OF BYLAWS

Section 1. Amendments:

These Bylaws may be amended at any regular meeting of the Committee by a two-thirds vote of the members thereof, provided, however, that the amendment must have been submitted in writing at the previous regular meeting of said Committee.

Adopted this _____ day of _____, 2022.

Chairperson