

# **HOUSING ADVISORY COMMITTEE MINUTES**

Meeting Date: June 9, 2026

Open Meeting at 3:18 PM

## **1. Roll Call**

**Housing Advisory Committee:** Justin Horvath, BeeJay Robinson, Kurt Peterson, Skyler Cuthill, Jane Dingman and Councilmember Zeke Reister.

**Absent:** Caroline Moser, Councilmember Mike Bedard and Ted Jenneskens.

**Staff:** Maggie Boles and Andrea Fischer.

## **2. Review and Approve Minutes**

Councilmember Reister identified an error in the May 2026 minutes, noting that the bed and breakfast cap figure was incorrectly listed as 12% and should be corrected to 4%. With that amendment, the minutes were approved.

## **3. Dissolution of the Golf Course Subcommittee**

A motion was made to dissolve the Housing Advisory Committee subcommittee that had been formed to evaluate the Golf Course proposal, as the City Council had not provided actionable direction on that proposal. The motion carried.

## **4. Preparatory Working Session to Present the MEND/Leavenworth Cottages Request for Ideas (RFI) Proposal to City Council for 6.23.2026 Study Session**

Community Development Director Maggie Boles presented a five-slide PowerPoint summarizing the RFI process and the recommended award for the upcoming June 23rd Study Session. The presentation covered the origins of the RFI, a timeline of the process dating back to February 2025, and the three formal proposals received. Two proposals, the golf course redevelopment plan and a rental assistance program were identified as not selected, as they are outside the scope and budget of the Housing Advisory Committee. The recommended award is the Upper Valley MEND/Leavenworth Cottages Community Land Trust (CLT) homeownership program, which received the highest scores from the Committee. The project includes a total of eight units with two to four being subsidized, targeting the 80–120% Area Median Income (AMI) range, at an approximate cost to the City of \$150,000 per unit. The proposal includes a phased approach, with a request for an additional \$150,000 in 2027 to potentially fund a fourth subsidized unit.

The Committee discussed the structure and flow of the presentation. It was agreed that Justin Horvath would serve as the primary speaker at the study session, with Kaylin Bettinger from MEND presenting the project details. The Committee recommended that MEND's slides be integrated into the existing PowerPoint to create a single cohesive deck, and that the final summary slide be held until after the MEND presentation to close with next steps. It was noted that a motion for City Council support, not final approval, would be placed as an action item on the June 23<sup>rd</sup> agenda concurrent with the Study Session, allowing the Council to signal direction while detailed agreements will be finalized at a later date. Committee members were encouraged to attend the 5:30 PM Study Session in lieu of the regularly scheduled June 25<sup>th</sup> meeting.

## **5. Upcoming Meeting Topics**

The Committee agreed that the July meeting would focus on recapping the June 23<sup>rd</sup> Study Session presentation and setting committee priorities for the coming year. Director Boles proposed adding a standing agenda item for Community Development update, which would allow her to brief the Committee on active development projects and emerging housing types, such as co-living and co-housing, so that members could serve as informed community voices. The Committee was receptive to this approach.

The Committee briefly noted the goal of scheduling a joint meeting with the Planning Commission in the fall, to be arranged once the Planning Commission has progressed further into development regulations.

Other potential future discussion topics were mentioned informally, including the City-owned water tower property as a possible land swap opportunity for housing development.

## **6. Adjournment**

The meeting adjourned at 4:00 PM