

VILLAGE OF SISTER BAY HOUSING COMMITTEE (VIRTUAL)
MEETING MINUTES
MONDAY, OCTOBER 14, 2024
(APPROVED)

1. Call Meeting to Order & Roll Call

In the absence of Chair Patrice Champeau, Village Administrator Schmelzer called the meeting to order at 9:05 a.m.

Present: Lori Allen, Marissa Downs, Gustavo Gallardo, Kay Smith

Excused: Chair Patrice Champeau, Razvan Ciobanu, Lauren Aurelius.

Staff: Administrator Julie Schmelzer

Others: (None)

2. Approval of Agenda

Motion by Smith, second by Gallardo, to approve the agenda as presented. Motion carried unanimously.

3. Approve Minutes

Motion by Gallardo, second by Smith, to approve the minutes from the September 17 and September 24, 2024, meetings, as presented. Motion carried unanimously.

4. Comments, Correspondence and Concerns from the Public

(None)

5. Discussion/Action Items

a) PRO Grant Application

Schmelzer explained the public comment period on the draft application ended Saturday the 12th, so late Saturday/early Sunday morning she amended the plan to reflect the comments made and sent it to members for their consideration. All members received the plan at least 24 hours prior to the meeting. The application was reviewed by the committee one last time, and the public comments read to the members. Downs questioned the legal advice the village received saying they could only put a short-term rental deed restriction on a publicly owned lot; she believes the village could put them on private lots as well, and said it is something the village should research further. Following a discussion about the cost of building a home, whether it could be built for under \$250,000, and the Habitat for Humanity model that allows for affordable homes, Gallardo expressed we need to file the application, and others agreed the village needs to do something 'now'. There was a motion by Allen, second by Smith, to file the application. Motion carried unanimously.

6. Discussion Regarding Matters to be Placed on a Future Agenda, Referred to a Committee, Official or Employee

Schmelzer explained that per their plan, the group is to have a list of developer incentives completed by January. She offered to begin compiling information for the list, and indicated once circulated, members could add programs they are aware of. Downs said she thought the group needed to start working on the resale formula, and said both she and Smith are on the Door County Housing Partnership Board and can explain how it works. It was agreed they'd lead the discussion on the

1 formula at the next meeting, and no other speaker was necessary. The following month, if possible,
2 the group would like to meet with a contractor to discuss home designs and costs. And, if time allows,
3 begin meeting with the engineer to discuss a subdivision design.
4

5 **Agenda Item No. 7. Set Meeting Schedule & Topic(s); Speaker Invite List.**

6 (Discussed in part under item 6.) Smith said she is anxious and we need to get going and working on
7 providing the housing; the other members again supported that sentiment, and therefore agreed to
8 meet again the following week, on October 22nd at 11 am. It was noted they may need to forgo the
9 earlier plan of meeting once a month, and instead meet as often as needed to get more work done.
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11 **Agenda Item No. 8. Adjournment**

12 Motion by Smith, second by Gallardo, to adjourn. Motion carried unanimously. The meeting
13 adjourned at 9:55 a.m.
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15 Respectfully submitted,
16 Julie Schmelzer, Acting Recording Secretary
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