



**Affordable Housing Task Force**  
**Thursday, July 15, 2021**  
**1:00PM-3:00PM**  
**Laramie County Community College**  
**CCC Building Room 178**

Meeting Minutes

Present: Brenda Birkle

Chair Brenda Birkle welcomes and thanks committee

Committee Member Introductions:

- Dan Dorsh – Special Projects Coordinator, Habitat Humanity of Laramie County (online)
- Keith Zabka – Mechanical Systems, Inc. – local contractor in Cheyenne
- Joe Patterson – Guardian Companies, Past President of SE Wyoming Homebuilders Assoc.
- Kevin Paintner – Wyoming Regional President, ANB Bank
- Greg Hancock – Director, Cheyenne Housing Authority
- Becky Minnick – President, Cheyenne Board of Realtors
- Jess Ryan – Compass Wealth Group
- Linda Weppner, Broker and Owner, Century 21 Bell Real Estate
- Don Erickson, Trustee, Laramie County Community College, former Mayor of Cheyenne
- Ed Ernst, Monument Homebuilders
- Brenda Birkle, Executive Director, My Front Door and Committee Chair

Others present:

- Margret Austin - Reporter, Wyoming Tribune Eagle
- Ed Boenisch – Private Citizen

Ms. Birkle reviews duties of the committee prescribed by the resolution

1. First duty – Draft by-laws
  - a. Andy sent by-laws and policies and procedures from other committees that can act as a starting point for this committee
  - b. Tara Nethercott provided corrections to the bylaws
  - c. Asked for comment or input from the committee
    - i. Comment should this say chair or mayor?
      1. Chair of the City Council could potentially choose a representative to serve on the task force
  - d.
2. Rules of Practice/Policy and Procedures
  - a. Task force chooses to have Ms. Nethercott to review and provide comment
  - b. Question – Why do we need these?
    - i. Required in the ordinance

Mayor Collins joins meeting and addresses the committee

- Came from Wyoming Association of Municipalities meeting and in talking to small town mayors they are facing the same housing shortages
    - o Not a local problem, statewide problem
    - o Goal to help share best practices across the state
  - Thanks committee members
  - Affordable housing is the number one problem if we want to continue to grow our community
    - o Housing should cost less than 30% of your overall income (definition of affordable)
    - o All across the spectrum of housing
  - Chamber says we are 3,000 houses short today
  - GBSD has thousands of jobs coming – could be 5,000 in two-three years
  - Identify strategies so we can address this issue
  - Challenge the people of the Wyoming to be partners with us as we address this issue
  - Thanks Brenda for chairing the taskforce
3. Complete a housing study that assessing affordable housing in Cheyenne through 2030
    - a. Written permission from the Chamber to use their housing study as a jumping off point for the assessment
    - b. Linda brought statistics to complement the Chamber Housing Study

- i. Cheyennerealtors.com provides these statistics publically from 2011
  - 1. Provided new listings as of today (10) – includes price range
  - 2. June stats back through previous years
  - 3. Total sales – Jan 1 – June 30<sup>th</sup>
    - a. Single family homes – number of properties sold has increased by 14.8% and price has gone up 8.9%
    - b. Rural residential (outside of city) – up 16% as is price
    - c. Condominium and townhouses – down 2.3%; price up 18.1%
- ii. Questions:
  - 1. Is active listing misleading if they don't list on MLS?
    - a. Guidelines from National Association of Realtors try to prevent this; but there are times when houses can be sold before they are listed
  - 2. Overview of Housing Chamber Study
    - a. Realtors Association provided a lot of stats
    - b. Could review total sales compare 2019 to 2021 – can see that the problem has continued to grow
      - i. 2019 – less than 100% for listing price; 2021 – over 100% which leads to bidding wars
      - ii. Average days on the market 37 now 21
        - 1. Some investors are looking at flipping
    - c. Estimate that Cheyenne is 3,000 units short – hasn't changed
      - i. Sometimes there are places to live but they may not be able to be homeowners due to price points; people are becoming discouraged and staying where they are; lack of move-up market; solutions have to work across the full market segment
    - d. A lot of builders are holding their houses until drywall stage because of the cost of housing; difficult to determine the final sale price of the house; example – not able to lock in lumber numbers for six months as usual only month to month; prices are very high
    - e. Discussion of use of basements as a potential for cost-savings
      - i. Potential for entry level and those down-sizing
      - ii. More people aging in place and not downsizing due to cost to move
- c. Question for committee on using the chamber study as a baseline? What would we add?

- i. Currently no data on rental properties or shortages
- ii. Loveland Affordable Housing plan suggested as an option
  - 1. Should take a look at models from other communities
- iii. Group to focus on action items and recommendations over endless data collection
- iv. Potential elements from Cheyenne LEADS on expected new jobs – willing to share with the committee
- v. Document disincentives and weakness of the process – this should be part of the base
  - 1. What incentives do we need for example for more apartments?
  - 2. What discourages builders from building?
    - a. Haven't had the investor pool that has come to multifamily homes
    - b. This is starting to change
    - c. What is preventing the next steps with these large investors?
      - i. They are happening now
      - ii. Start to wine and dine to get them to invest

#### Introductions of late comers

- Tara Nethercott, Attorney and State Senator
- Amy Spieker, Director of Community Health, Cheyenne Regional Medical Center and Executive Director, Laramie County Community Partnership

- 4. Start with study that is required and then analyze and then move into best practices and recommendations
  - a. When are we due for the recommendations?
    - i. Current goal is a report due August 1<sup>st</sup> – provide a housing study close to that timeline
      - 1. Timeline sounds very tight and aggressive
    - ii. Potential to collect rental statistics from property management companies
      - 1. Anecdotal data is very limited supply of rental units
      - 2. Would we want to call to ask their statistics?
      - 3. Potential indicator on rental units from LCCC professor - <https://www.wyomingeconomicdata.com/wp-content/uploads/First-Quarter-Indicators-June-2021.pdf>
      - 4. Difficult to calculate due to independent owners, property management companies, and real estate entities with property management components

- a. Complaint from renters that it is difficult to identify options on the market
    - iii. Potential to use the template for this housing study
      - 1. Need to break into committee work
      - 2. Use the chamber study as a baseline
        - a. Potential to survey about the number of people looking for homes – response rate is low from real estate option
      - 3. Could have 3-4 weeks to have a draft
5. Return to bylaws to ask clarifying questions
  - a. Disregard comment about appointing council member
  - b. Inclusion of dissolution clause
    - i. Ms. Nethercott will draft and propose at next meeting
6. Election of Vice Chair and Secretary
  - a. Ed Ernst nominated by Ms. Nethercott and seconded by Keith Zabka
  - b. Jess Ryan nominated by Ms. Nethercott – declined
  - c. Amy Spieker nominated by Ms. Nethercott – accepted
7. Comment on housing trends available from LCCC – could be a useful resource
8. Divide up workgroups; chairs bolded
  - a. 4<sup>th</sup> whereas in the resolution shows division of the workgroups
  - b. Housing Study - Ms. Minnick, **Mayor Erickson**, Mr. Ernst, Ms. Weppner, Mr. Patterson
  - c. Policy – **Ms. Nethercott**, Mr. Dorsch, Ms. Spieker
  - d. Best Practices – **Mr. Paintner**, Mr. Ryan, Mr. Zabka
  - e. Bylaw/Policies and Procedures - Ms. Nethercott, Mr. Dorsch
9. Open Meetings Act
  - a. Do they be noticed? Press releases can be completed through the Mayor’s Office
  - b. Lean toward transparency
  - c. The language of the act will be sent to the group
10. Timelines
  - a. Potential change on the resolution timeline to August 27<sup>th</sup>
  - b. Who will chair the workgroups and when will they meet?
    - i. Committee of the Whole to meet every other week; due to Frontier Days push to first week in August
    - ii. Doodle poll will be sent to ensure attendance – Shoot for August 5<sup>th</sup>
  - c. Do need to have a draft report by the August 1<sup>st</sup> deadline
    - i. Use LCCC as the first source of data for the report and share the progress of creating the subgroups and plan for gathering to be shared with council on August 1<sup>st</sup>
    - ii. No need to meet as a whole before August 1<sup>st</sup>
    - iii. Move to adopt LCCC report as initial report Ms. Nethercott; second
      - 1. Concern that there hasn’t been a chance to review

2. Link will be sent to all committee members
3. Motion passes

11. Meeting Adjourns