

**MINUTES**  
**COMMITTEE-OF-THE-WHOLE WORK SESSION**  
**July 6, 2021**  
**City Council Chambers**

MEMBERS PRESENT: Mayor King. Council Members Paul Fischer, Rebecca Waller, Jason Baskin, Michael Postma, Oballa Oballa, Joyce Poshusta and Council Member-at-Large Jeff Austin

MEMBERS ABSENT:

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert and Police Captain Todd Clennon

STAFF APPEARING ELECTRONICALLY: Human Resources Director Trish Wiechmann, Park and Rec Director Kevin Nelson, City Clerk Ann Kasel, Fire Chief Jim McCoy, Library Director Julie Clinefelter, Public Works Director Steven Lang

OTHERS APPEARING ELECTRONICALLY: Brett Pelletier, Samantha DeKoven, Mary Bujold

Mayor King opened the meeting at 6:34 p.m.

**Item No. 1 – Housing Analysis Contingency Request**

City Administrator Craig Clark requested \$30,000 from contingency funds to complete a housing study with Consulting Corps Services. She stated the company is proposing to assist the City in ways to generate additional housing in the City. He stated this is not a housing study for need. He stated housing is an important need for every community.

Planning and Zoning Administrator Holly Wallace stated it is helpful to get a third-party perspective on the issue. She stated the company has a great deal of expertise on real estate and the City would provide information for the project.

Samantha DeKoven stated she is on staff as the Counselor of Real Estate and stated she is a commercial property professional. There is a non-profit service called the Consulting Corps with her company that assists cities and other organizations with their needs. She stated the consultants are unbiased and do not have an interest in the community so that they can provide actionable solutions.

Mary stated there are a diversity of expertise and professional backgrounds in the Consulting Corps.

Ms. DeKoven stated they have worked with clients of all sizes.

Elaine Hansen stated housing is a big issue for the Chamber of Commerce.

Council Member Poshusta spoke in support of the project.

Council Member Fischer expressed his concerns about the fact that the study may not bring up anything that they don't already know.

Brett stated that Austin has a behavior problem with the housing and they may put suggestions in place to remove those behavior patterns.

Council Member Fischer stated other communities have more industry.

Council Member-at-Large Austin spoke in support of the study and he stated it would be worth the investment.

Council Member Oballa questioned how the price is figured for services.

Ms. DeKoven stated some of the cost would be reimbursement of cost for travel and the scope of the work. She stated it wasn't necessarily the size of the town that determines the cost.

Council Member Postma stated the housing study Austin had is getting older and would this replace the need for another cost.

City Administrator Craig Clark stated another housing study should be completed but down the road once the current project will be completed.

Moved by Council Member Baskin, Seconded by Council Member Poshusta, move forward to with a housing analysis contract in the proposed amount of \$30,000 with funding from 2021 contingency. Carried.

The item will be placed on the July 19, 2021 Council Agenda.

### **Item No. 2 – Administrative Report**

None.

### **Item No. 3 - Open Discussion**

Council Member Fischer requested the flags stay up in the downtown.

Moved by Council Member Fischer, seconded by Council Member Postma, adjourning the meeting at 7:15 p.m. Carried.

Respectfully Submitted,

---

Ann M. Kasel  
City Clerk