

**Holtan Hills Housing Advisory Committee**  
**July 12, 2022**  
**10AM**  
**Minutes Draft**

Meeting will take place via Teams teleconference and in person at the Girdwood Community Room, 250 Eglhoff Rd.

The Girdwood Board of Supervisors, its committees, and subcommittees are subject to the Alaska Open Meetings Act as found in Alaska Statute 44.62.310 and Anchorage Municipal Code 1.25 - Public Meetings.

The Holtan Hills Housing Advisory Committee operates under the Girdwood Public Meetings Standards of Conduct.

Call to order 10:08, Mike Edgington GBOS co-chair. Edgington is serving until structure of HHHAC is established.

Agenda Approval for July 12 2022 kick-off meeting Sam Daniels/Erin Eker, Assent vote

1. Welcome and introductions  
Members of the HHHAC are:  
Dave Hamre  
Emma Kramer  
Nico Reijns  
Nathen Ellis  
Sam Daniel  
Erin Eker  
Brooke Lavender (traveling and unable to attend this meeting)

Adam Trombley, HLB Director, and Connie Yoshimura, CY Investments were notified of this meeting but were unable to attend. Natalie Smyre, Land Development Manager for CY Investments, is attending.

2. Purpose and scope of HHHAC  
This is an ad-hoc committee formed by GBOS to research the Holtan Hills project, consolidate the community's concerns and make a recommendation on behalf of the community to the GBOS. Meeting packet includes information on ad-hoc committees.  
Committee will serve until this process is complete.  
Committee reports to GBOS directly; progress reports are requested by LUC and GBOS for their monthly meetings.  
Similar model to that of the original Public Safety Committee, which studied options for policing in Girdwood.
3. Public Meetings Information  
Review of Open Meetings Act/Girdwood Public Meetings Standards of Conduct:  
Information on these items are included in the meeting packet. Updated training on OMA has been requested from MOA Legal dept by the GBOS for itself and all the committees. HHHAC will be invited to attend this training when it is scheduled.

OMA requires that no more than 3 people meet to discuss project items outside of a noticed meeting. Members are advised to avoid discussions with more than 2 other members of the committee and to avoid chain discussions about the same topic with various members of the committee, as these constitute a meeting, either in person, via email, etc. Decision making and discussions should occur at meetings. Research and outreach may occur outside of meetings, as long as not more than 3 committee members attend.

**GVSA Staff support roles**

Kyle Kelley and Margaret Tyler are local municipal staff who support the committee in operating according to Operating Rules and municipal/state meeting requirements.

Regular Meetings are publicly noticed 7 days in advance; work sessions/special meetings must be posted not less than 24 hours in advance. Group must follow the published agenda. Margaret works with chairs to set agenda, takes minutes and gathers materials for the meeting packet. Preliminary meeting packet will be posted the FRI prior to meetings, materials received after the preliminary packet is posted will be presented at the meeting and included in the final meeting packet. Kyle acts as liaison with MOA for materials requests etc.

4. Organizational discussion  
Selection of chair. Group opts for co-chair format.  
Nominations for Sam Daniel and Emma Kramer to serve as co-chairs  
Nominations accepted

Holtan Hills Housing Advisory Committee Agendas and minutes are available on line: <http://www.muni.org/gbos>

Motion:  
HHHAC moves to elect Emma Kramer to serve as co-chair.  
Motion by Sam Daniel, 2<sup>nd</sup> by Dave Hamre  
Vote via role call, 6 in favor, 0 opposed  
Motion carries

Motion:  
HHHAC moves to elect Sam Daniel to serve as co-chair.  
Motion by Sam Daniel, 2<sup>nd</sup> by Dave Hamre  
Vote via roll call; 6 in favor, 0 opposed.  
Motion carries.

Status of the Holtan Hills project is:  
RFP was awarded to CY Investments in 2021  
Development Agreement was signed in spring 2022. There is a mechanism for amendment of the Development Agreement.  
Platting presentation is planned for GBOS on July 18 and at LUC on Aug 8 to receive public feedback prior to platting application.  
Disposal of land (sale) is a function of the Anchorage Assembly, following presentation and recommendation by the HLBAC.  
Developer has indicated that they anticipate completing disposal in time to break ground on infrastructure for development site in 2023.

Group discusses that there is discussion related to Holtan Hills specifically and to HLB practices generally that may come out of the work of this committee. The immediate effort will be in finding what influence the HHHAC can have in the Holtan Hills project to help meet community needs.

Requests of GVSA Staff/MOA:

- Current plat map of Holtan Hills
- Determination if municipal code allows for a Housing Authority in Girdwood.

Frequency of meetings:

Group plans to meet every other week to complete research and consolidate community concerns about the project. Group settles tentatively on every other TUE at 4PM. Group desires to meet in person as much as possible, with hybrid option for any who cannot attend in person. Meeting dates/times may need to shift to match committee and community room schedules.

Select next meeting date:

Group discusses that people working in hospitality are generally not able to attend evening meetings. TUE and WED are typically lighter work days in these industries.

First Regular meeting is scheduled for TUE July 19 at 4PM. Meeting will be noticed this afternoon. Focus of this meeting will be to solicit community concerns and comments and changes that they would find valuable in this and other land use developments and hone those discussion points to have a productive conversation later with CY Investments and HLB. Public is encouraged to participate, either in person or by sending comment to [gbos@muni.org](mailto:gbos@muni.org) or [tylerms@muni.org](mailto:tylerms@muni.org) to be included in the meeting packet.

Margaret will work on getting updated plat for Holtan Hills and info on Housing Authority formation for that meeting. Meeting packet will include letters/input received regarding the project.

Next meetings are scheduled for TUE Aug 2 and TUE Aug 16.

Aug 16 will need to change as it is an election day and polling will be taking place at the Community Room.

Connie Yoshimura will be contacted to arrange a time to meet with the committee after the first regular meeting next TUE.

Public Comment (3 minutes each) Persons offering public comment must state their full name and address. Public Comment must be on subjects not listed on the agenda.

None

Request for help accessing HLB information on line:

HLB webpage is here: <https://www.muni.org/Departments/hlb/Pages/HeritageLandBank.aspx>

Click "Menu" to see information on all aspects of MOA Real Estate, including:

Properties for Lease/Sale (Holtan Hills info is here, scroll down: <https://www.muni.org/Departments/hlb/Pages/HotTopics.aspx>

HLBAC: <https://www.muni.org/Departments/hlb/Pages/HLBCommission.aspx>

HLB work plan/5 year plan: <https://www.muni.org/Departments/hlb/Pages/Plan.aspx>

**Adjourn** 11:40AM