

Minutes
Teton County Housing Authority
Board of Directors Meeting
April 16, 2009
260 West Broadway, Suite B

Call to order: Chairperson Diana Welch called the meeting to order at 4:35

Roll call on the record: Shelley Holland, Billi Jennings, Patti Patterson, Hal Hutchinson, Christine Walker, Diana Welch and Emily Van Engel. Town Councilman Lenz was also present.

Determination if Quorum: Chairperson Welch determined there was a quorum present.

Adoption of Agenda: Chairperson Welch asked if there were any additions or changes to the agenda and Christine Walker asked to add Curtis Olson under New Business and remove Stimulus under new business. Patti Patterson moved to adopt the agenda as presented and Hal Hutchinson seconded it. All in favor, agenda adopted.

Approval of minutes: Patti Patterson moved to approve the March board meeting minutes as presented and Shelley Holland seconded it, all in favor, March minutes approved.

Review and Acceptance of Financial Statements: After brief discussion, Shelley Holland moved to approve and accept the March financials as presented and Patti Patterson seconded, all in favor, March financials approved.

Terri Marino arrived at 4:37

Communications:

A. Housing Trust Update: Anne Hayden-Cresswell was not present.

B. Habitat for Humanity Update: Terri Marino was present to give an update on Habitat. They just got the certificate of occupancy on last house in Melody Ranch. May 2nd there will be a tour of their thirteen homes in Melody, and a dedication at 4 p.m. for the new homeowner. They are kicking off the build in Wilson Park on May 9th with a Women's build in honor of Mothers Day. This is being done at Habitats across the country. The summer interns from Americore will be here in June. Habitats land search continues; they have a few leads, but if they have no land by fall they are working on a plan to implement the rehab of ownership units in town. It's a way to keep the volunteers and staff on board. They also may consider taking a day away from the Wilson Park build to slow the progress until more land is acquired and the owner has time to do her 500 hours.

Public Comment: None

Communication from Board Liaisons:

Commissioner Lenz was present and updated the board on Daisy Bush. It was continued and the Council is a little disturbed there wasn't transparency and a little disappointed when it all came out. He hopes there will be a Category 1, 2-bedroom and a Category 2, 2-bedroom. Councilman Lenz will be fighting for that. There was discussion on where the greatest demand is. Staff indicated that Hal Hutchinson has been very helpful on the Daisy Bush deal with working with Town planning staff.

Commissioner Schwartz arrived at 4:48

Commissioner Schwartz had nothing to add but offered to answer any questions the board may have.

Directors Report: There was discussion on the Wilson Park lotteries and categories.

One board member asked that since the comp plan was released should they get together as a group to discuss any comments they may have. Need comment back by next board meeting. A special meeting would be easier so Christine Walker will send out an email and date that may work and email the board before the next meeting.

Emily Van Engel briefly discussed her recent developments and planning.

Christine Walker requested that the board make a formal request to the Housing Trust board to resume the Ki Thoughtbridge process in order to help strengthen the relationship between the two organizations. The Community Foundation of Jackson Hole provided a grant of \$14,000 to enable a two day retreat run by Ki Thoughtbridge that requires a match by the Housing Trust and expires in December. Patti Patterson moved to have Christine Walker draft a letter requesting a 2 day retreat with the Housing Trust and with ki Thoughtbridge to be reviewed first by the board and then signed by the chair. Hal Hutchinson seconded it, all in favor, motion passed 4-0.

Old Business:

- A. Wilson Park:** Staff notified the winners of the Wilson Park homes. There was one flaw where one lottery was redrawn as there was an error in getting the complete lottery to legal counsel. We spoke with Deputy County Attorney Jim Radda and there may be something we can do for the unfortunate person who was chosen and then told they were not chosen. It's possible they can go into the next lottery additional times. There was discussion on how to compensate and discussion on how to prevent this from happening in the future.

- B. Hall Street Partnership:** The sketch plan has been submitted. The Partnership Agreement needs to be extended to reflect a change in the mix of units to be consistent with what can be built on the site and to extend deadlines for submitting sketch plan. From the Board Retreat, there should be language incorporated that in the event the Housing Trust was ever to go away the land would revert back to TCHA. Also, staff recommended that clear expectation of the marketing be incorporated. The Board asked Christine Walker to send out the original agreement and the two extensions as well as suggested changes or additions.

- C. Compliance:** The board discussed the Megan Anderson violation of not occupying the home 10 months per year and not earning 75% of her income locally. After being unable to reach her by certified mail, staff was able to contact Megan by email. She indicated that she would be able to attend the May board meeting. The board wanted to allow Megan the opportunity to discuss at the May Board meeting where she can cure the violation or request a hearing.

- D. Compliance:** Patricia Carr owns an Attainable home in Wilson and is in violation of the deed restriction as she does not occupy the home. She was sent 3 certified letters to 3 different addresses that TCHA had on file, and staff has not received a response to the two letters picked up. Deputy County Attorney Jim Radda suggested we file a declaratory judgment as this would allow communication. Hal Hutchinson moved to request Deputy County Attorney Jim Radda file a declaratory judgment against Patricia Carr as there has been no response to the Notice of Violation letter. Patti Patterson seconded it, all in favor, motion passes 4-0.
- E. Curtis Olson:** Mr. Olson submitted his notice of intent to sell. Staff recommends we buy the home directly from Mr. Olson and amend the deed restriction, take the sunset clause off and change it to a lower category as the initial subsidy allows this. After brief discussion Patti Patterson moved to direct staff to prepare and execute a Sales Contract to purchase Curtis Olson's home located at 4379 S. Sage Meadow Road, Lot 26 of the Sage Meadows Subdivision and to amend the current deed restriction to remove the sunset clause, change the income category from 2 to 1, and update the restriction to be consistent with the template restriction. Hal Hutchinson seconded, all in favor, motion passed 4-0.

New Business:

- A. Stimulus Funding.** Tabled.

Items from Staff:

Staff needs a motion to renew the line of credit at Wells Fargo. Its' an existing line of credit that has expired and we need to renew to bridge construction costs through sales at Wilson Park. The line was bid out as required by statute and Wells Fargo offered the best interest rate and lowest fees. Shelley Holland moved to authorize the Executive Director to obtain all necessary documents to secure a \$1.5 Million Line of Credit at 5% with Wells Fargo for one year with a \$500 fee and also authorize the Executive Director to sign the corresponding note and mortgage using the 5.75 acre Karns Ranch parcel as collateral. Patti Patterson seconded it, all in favor, motion passes 4-0 with Jack Stout absent.

The Board discussed the proposed fees in lieu updates for 2009 and agreed to place on the agenda for the luncheon with the Board of County Commissioners.

An update on the message boards was given. We have received over 300 responses and handed out a pie chart of the specific areas of peoples comments.

There was a draft of the newsletter handed out for review.

Executive Session: None

Adjournment: Patti Patterson moved to adjourn from our regular meeting at 6 p.m. and Shelley Holland seconded, all in favor, meeting adjourned.

Respectfully Submitted,

Billi Jennings,
Office Manager