

**Minutes**  
**Teton County Housing Authority**  
**Board of Directors Meeting**  
**December 11, 2008**  
**Board of County Commissioner Chambers**  
**200 S. Willow Street**  
**Jackson, Wyoming**

**Call to order:** Chairman Jack Stout called the meeting to order at 4:30

**Roll call on the record:** Emily Van Engel, Billi Jennings, Hal Hutchinson, Jack Stout, Patti Patterson, Christine Walker and Stacy Stoker

**Determination if Quorum is present:** Jack Stout determined there was a quorum present.

*Diana Welch arrived at 4:34*

*Shelley Holland arrived at 4:37*

**Adoption of Agenda:** Patti moved to adopt the agenda as presented and Hal seconded it. All in favor, agenda adopted.

**Approval of minutes:** Patti moved to approve the September board meeting minutes as presented and Hal seconded, all in favor, September minutes approved. Diana moved to approve the November board meeting minutes as presented and Jack seconded it, all in favor, November minutes approved.

**Review and Acceptance of Financial Statements:** After brief discussion, Hal moved to accept the financials as presented and Patti seconded it, all in favor, financials approved.

**Communications:**

**A. Housing Trust Update:** Anne Hayden-Cresswell was not present she was attending the final *Dinner and a Move In*.

**B. Habitat for Humanity Update:** Terri Merino was present to provide an update on Habitat. They are currently building two homes in Melody. One will be completed in February and the other in May. They are making considerable progress on the drawings for the Wilson home. The tree is in good shape and they have drawings that will avoid the root system in order to save the tree. They hope to have drawings for everyone to

see in January. Habitat is planning on schedule to break ground in May on the lot in Wilson. They are also in the planning stages of the remodel at their ReStore. They are continuing the search for land and very appreciative of Christine for all of her efforts in their search.

**Public Comment:** None

**Communication from Board Liaisons:** Commissioner Ellis and Town Councilman Lenz were present. Town Councilman Lenz had nothing to discuss. Commissioner Ellis updated the board on what's new with the Commissioners.

**Directors Report:** Christine discussed the Ki Thoughtbridge process and mentioned that it is her understanding the process has been put on hold for time constraints as well as financial restraints. TCHA did receive the grant from the Community Foundation to move forward with the process and that grant is good for a year so we still may be able to utilize.

Christine gave an update on the Community Relations Committee and shared a draft newspaper advertisement. The group represents diverse community perspectives on affordable housing to help TCHA understand how different educational campaigns will be perceived. The committee is trying to show the value of workforce housing as a way to protect this community. There were recommendations to get away from the "scolding" marketing efforts, skip data as it is viewed both positively and negatively, and to make a campaign more personal. The group is looking at running an ad campaign to begin, and First Interstate Bank has agreed to fund the first few advertisements.

**Old Business:**

- A. Wilson Park:** We are expecting to receive our first Certificate of Occupancy next week on unit #8. The Old Wilson School Community Center is going to have an open house in January and Christine would like to have an open house of unit # 8 at the same time. She would also like to have a presentation on the geothermal heating system to get people interested in using it going forward.
- B. Hall Street Partnership Update:** Christine spoke to board members regarding the Hall Street partnership and her concern about public feedback on the text amendment. The board recommended setting up a meeting with the Housing Trust to discuss further. The meeting needs to be held as soon as possible as the text amendment will be coming before the Town and County January 5.

- C. Compliance – Curtis Olson:** Based on recommendation from County Attorney Jim Radda staff request from the Board that this be postponed and moved to a special meeting with the Board the first week of January. Patti moved to postpone the compliance issue with Curtis Olson until a special meeting can be held and Diana seconded it. All in favor, motion passed 5-0.
  
- D. Ellingwood Warranty Update:** The Ellingwood HOA board seems to be having some issues with getting along. They are having an HOA meeting tonight December 11 and Stacy offered to have the Housing Authority and OK Rentals mediate between them. They agreed to meet and contact Stacy if they needed further assistance.

#### **New Business:**

- A. Guidelines- Square Footage Requirements:** Continuing on from the September discussion Hal moved to amend the minimum square footage requirements to treat all categories the same, set a maximum square footage, set different square footage requirements for rental and ownership units, require developers to provide outdoor storage and green space, and provide parameters that allow homes to be up to 20% below the minimum square footage with the following revisions to the September 08 memo. Under note one eliminate the word outdoor and add common space. Under note two revise the second bullet point from 20% to 15%. Shelley seconded it, all in favor, motion passed 5-0
  
- B. Guidelines- Dorm Requirements:** On page 6 of the guidelines there was continued discussion from previous meetings and suggested changes were implemented. Shelley moved to approve the dormitory guidelines with a couple of additional changes. On page 7 item number 3 where it states adjacent to change to in close proximity and page 7 item number 5 change the sleeping space from 75 feet to 60 feet. Hal seconded the motion, all in favor, further discussion, and motion passed 5-0.

#### **Items from Staff:**

Stacy met with Jan Friedlund last week to go over the Emergency Services Worker definition. Stacy handed out a few of the items discussed at that meeting and asked the board to review and get back to her with any questions or suggestions.

Christine reminded the board of the Days Inn (Rendezvous Point) meeting at 6:00 on Monday at the Town Council chambers, and asked them to please attend.

There was another reminder about the office Christmas party which is next Tuesday at 4:30 at Stacy's.

Christine mentioned that the Town wants to use the Karns property until April for an Impound lot and there is an agreement that needed to be signed. The board directed her to go ahead and sign and authorize it.

Rainmaker is again going to store snow on the Karns lot and in return they are going to plow the TCHA parking lot through the winter.

The Hall Street Neighborhood meeting is on the same day as our Christmas party at 5:30. The meeting is at the Senior Center and Christine asked anyone who could stop by to do so.

**Executive Session:** Hal move to adjourn to executive session at 6:03 and Diana seconded it, all in favor, adjourned to executive session. The board moved into executive session to discuss land acquisition.

**Adjournment:** Back in the regular meeting at 6:10. Patti moved to adjourn from the regular meeting and Hal seconded. All in favor, meeting adjourned.

Respectfully Submitted,

Billi Jennings,  
Office Manager