

**Minutes for the
Teton County Housing Authority
Board of Directors Regular Meeting
February 21, 2008
BCC Chambers**

Call to order: Chairman Jack Stout called the meeting to order at 4:36 p.m.

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

Determination if Quorum is present: Jack determined that a quorum is present.

Approval of minutes: Patti moved to approve the minutes as submitted and Cathy seconded. Further discussion, all in favor, motion passed.

Adoption of agenda: Patti moved to adopt the revised agenda as presented and Cathy seconded. Further discussion, all in favor, motion passed.

Review and Acceptance of Financial Statements: Brief discussion, then Cathy moved to accept the financials as presented and Patti seconded. Further discussion, all in favor, motion passed.

Communications:

- a. **Housing Trust update:** Ann Hayden-Cresswell discussed Teton Meadows Ranch update, they officially ended public comment Wednesday night and the discussion will begin next Monday night. Anne mentioned she needs to leave early to go to meeting in Driggs would like to move the guidelines discussion up if possible.
- b. **Habitat for Humanity update:** Terry discussed the three projects they have going on. They are building a home in a week in June. They are starting two more in the next couple of months. Terry is working with Peg Gilday on a design for the lot that was given to Habitat by the Housing Authority and they are hoping for completion of that home in March of 09.

Public Comment: None

Communication from Board Liaisons: Bob Lenz mentioned they appropriated 1.8 million to help out the Housing Trust out of general funds not housing funds.

Christine asked Mr. Lenz where they were at on the mitigation rate increase and he said it is there but nothing is happening with it as they are very busy. Christine asked if there

was any way to move it to the front and Mr. Lenz said he would think about it and get back to her.

Anne explained a bit about the 1.8 million grant from the town and the first option to purchase a percentage of the homes for the town.

Director's Report:

Jack asked if there were any questions or comments on the Director's report. There was a question as to why the Developer on the Clarks Ready Mix property would give more affordable/employee housing than required and Christine explained that. Also one board member asked about an additional staff person for TCHA and Christine explained we presented an alternate plan. One board member was approached and asked if the Pineglade's development is in an avalanche path? Christine stated not to our knowledge but Emily will look into it and get back with Patti so she is able to follow up.

Old Business:

- a. **Wilson Park** – Peg Gilday and staff as well as one representative from Two Ocean Builders were present to give a brief update as to where we are at on Wilson Park Development. Mid March is when the permit set should happen. Consultants have given drafts and they are reviewing. A May first ground breaking is the hope. Peg had samples of flooring and siding as well as paint colors and such to give TCHA board an idea of the direction they are heading. Any questions, comments or suggestions are encouraged and should be directed to Peg.

New Business:

a. Guidelines – Maximum Sales Prices

This item was moved up to the top of new business in order for Anne to be able to be a part of the discussion as she had to leave early for another meeting.

Stacy briefly went over the assumptions as discussed at the task force meeting that was held February 6 at the TCHA office. Please see attached maximum resale assumption task force meeting minutes for full details.

After discussion of the assumptions Cathy moved to approve the maximum sales prices as presented by staff, and Patti seconded it. Any further discussion, all in favor, motion passes 3-0.

b. Guidelines – Target Population

Stacy explained what the target population is and explained the staff would like to add categories 4, 5 & 6 to our guidelines. Currently Category 4 and 5

are in the LDR'S but they are not in our guidelines. Category 6 will not be in the LDR'S but they will be in our guide lines if approved.

Patti moved to increase the target population to 200% of the Median Family Income. This would establish Category 4 = 121% -140% of the Median Family Income, Category 5 = (141% - 175%) and Category 6 = (176% - 200%).

Cathy second the motion, any further discussion, all in favor, motion passes 3-0.

c. Election of officers-

Patti motioned to table the election of officers until our March meeting as two of our board members are not present. Cathy seconded the motion. Any further discussion, all in favor, motion passes.

Patti mentioned she reviewed the current bylaws for TCHA and they are in need of being updated. It is also her opinion that they need to be updated on a yearly basis.

d. Wilson Community Center Grant

There was some confusion with this issue so it was requested Jan and Christine look into this and get more information. In the mean time Cathy motioned to direct staff to move forward with this after they get the required information and if they get approval from Rob & Cindy Williams who are also part of the HOA. Patti seconded it. Any further discussion, all in favor, motion passes.

e. Audit Recommendations:

i. Two signatures on checks over \$ amount

Discussion was had and it was decided Christine would need to talk to Donna Baur to see what she would require and get back with board to finalize the decision.

ii. Adopt policies of Teton County

Jan was present and spoke about the recent audit. In the management letter received by the auditors it is there recommendation that we do a resolution adopting the County's policies. Currently we do follow the County policies on almost all issues and the ones we might differ from we would just need to

seek approval from the Board of County Commissioners. Jack asked what would happen if we chose not to do that and Jan explained they would call it out again in next years audit and it simply could affect funding. The resolution would need to be provided before June 30, 2008.

f. Residential Fee In Lieu-

Residential fee-in-lieu applied to lots platted prior to 1997, lots formed through the family subdivision exemptions and homes permitted on 35 acre tracts.

Current fee was originally based on value of the home and was designed to mitigate for 15% of the ratio of your houses affordability gap to the median affordability gap. Today's fee is based on 25% and equals 43,733.

With the residential mitigation rates proposed by TCHA, the average fee equals \$116,877. 25% of this equals \$29,219.

The task force recommended waiving the first 2500 square feet of development and requested a graduated increase to the maximum.

Cathy moved to direct staff to submit a text amendment to Teton County to increase the fee-in-lieu for lots platted prior to 1997, lots formed through the family subdivision and 35 acre exemptions to \$5.31 per square foot of habitable space over 2,500 square feet.

Patti seconded her motion. Further discussion, all in favor, motion passes 3-0.

Items from Staff:

a. Dates for retreat with Housing Trust (March 12-14)

Christine asked the board if the morning of March 14 will work. The board present it does work but she will need to check with the two absent members. The location had not been determined yet, Patti did mention FIB may be available to host we just need to look into availability. A public notice will need to be sent out.

b. Reminder of Office Warming

A list of who will be invited was passed around and the board was asked to add whom ever they feel is needed to be added. The date is March 13, 2008 and it is in conjunction with a chamber mixer.

c. Retreat with BCC

There was discussion of a possible retreat with TCHA board and the County Commissioners. It was one boards opinion that a lunch would possibly be better than a retreat as it is more informal. Jan said it is possible the first week of April may be a good time. Both Jan and Christine will work on it and get back to the board.

d. Strategic Planning Retreat

A date needs to be set for this retreat but with the missing board members it was requested Christine email out perspective times to the board and they will decide the best dates.

It was discussed that Jack will be gone for our April 17th board meeting so we will need to find a different day to have it. Christine was asked to send out an email pertaining to this issue as well.

Executive Session: None

Adjournment: Patti moved to adjourn the meeting at 6:24 p.m. and Cathy seconded. All in favor, meeting adjourned.

**Respectfully Submitted,
Billi Jennings, Office Manager**