

Minutes
Teton County Housing Authority
Board of Directors Meeting
January 15, 2009
BCC Chambers, 200 S. Willow Street

Call to order: Chairman Jack Stout called the meeting to order at 4:32

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

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

Adoption of Agenda: Communications from board liaisons needs to be moved up to first item on the agenda as Commissioner Schwartz has to attend another meeting also we need to add the election of TCHA officers to the agenda. Patti moved to adopt the agenda with the added changes and Hal seconded it. All in favor, agenda adopted.

Board Liasons: Commissioner Schwartz discussed a couple of items from their board retreat which was held earlier this week. One item was TCHA should expect to reduce their budget an additional 5% off of next year's budget. One way of doing that is there will be no merit increase after June 30, 2009. The second item discussed was a better working relationship with both boards. The BCC will try and have two separate lunches annually with the TCHA board to better communications between both boards.

Bob Lenz did call to say he would not be able to attend today's meeting because he is attending the town's board retreat.

Shelley arrived at 4:41

Election of officers: There was brief discussion and then Patti moved to nominate Diana Welch for the upcoming one year term as Chair, Jack Stout as Vice Chair and Hal Hutchinson as Treasurer. Shelley Holland seconded the nominations, all in favor motion passed 5 to 0.

Approval of minutes: Patti moved to approve the December board meeting minutes as presented and Hal seconded, all in favor, December minutes approved.

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

Communications:

- A. Housing Trust Update:** Anne Hayden-Cresswell not present.
- B. Habitat for Humanity Update:** Terri Marino was present to update on Habitat. Things are going well, the restore remodel is going well. Habitat has a couple new board members that they are very happy to have. Terri thanked Christine for all her support regarding the land acquisition committee.

Public Comment: None

Communication from Board Liaisons: Moved to the top.

Directors Report: There were a couple of questions regarding the database and when do we expect that will be complete. Christine explained that a lot of it has been done but it is an ongoing process. Christine also mentioned a ski pass was purchased for our intern Jamie Storrs and in return he will give the Housing Authority 20 more days of work. Jamie has already been interning for us for several months and has been a tremendous help and we are very grateful to have him.

There was some discussion on the Blue Ribbon Panel with the next step being outreach to the Town Council in a workshop format on February 9th.

There was discussion on the Key program and a question as to if we had to gauge today the current demand for that product what would it be? The answer today would probably be low. The board suggested we make sure there is a need for it before we roll anything out.

The Ki Thoughtbridge process is on hold for 120 days.

Old Business:

- A. Wilson Park:** There was a reminder about the open house tomorrow. It is in conjunction with the Old Wilson School Community Center open house. The time line for lottery will be March 11th through March 25th and the two weeks during Spring Break is when we will try and pull the lotteries. The

winners will be notified after spring break and the closings should be late May and early June.

- B. **Hall Street Partnership Update:** The Housing Trust pulled their text amendment and are looking at doing redesigns to submit under the current regulations.

- C. **Compliance** – Curtis Olson update: Stacy handed out a home owner compliance check list and reviewed the steps with the board. TCHA met with Jim Radda and he is working on a template for a standard notice of violation. The home owner has to be given due process to request a hearing. As it is clear that Mr. Olson is not living in his home, staff would recommend sending a notice of violation to Mr. Olson as it is clear he is not living in his home the required 9 months out of the year. Diana moved to send a notice of violation to Curtis Olsen immediately and Patti seconded it, all in favor motion passes 4-0 with Hal absent.

- D. **Ellingwood Warranty Update:** Stacy went to the Ellingwood HOA meeting and they are planning on drafting a letter with their concerns to 3 Creek and JH Affordable Housing. They are having another inspector come out and look things over again. The letter will be drafted by the HOA not an attorney and Sara Flitner will help draft it.

New Business:

- A. **Emergency Services Worker:** At last months' board meeting Stacy handed out a new proposed definition for an emergency service worker. She went over that again just to refresh everyone. After brief discussion Shelley move to approve the new Emergency Service Worker policy as presented by staff and Patti seconded it, all in favor motion passes 4-0 with Hal absent.

Items from Staff:

Christine discussed an obligation of Greg Miles to sell his property in 5 years for a price of \$50,000 to TCHA to build an affordable home. To enable Habitat for Humanity to continue building homes for families earning less than 80% of the AMI; TCHA staff is recommending purchasing the remaining rental term and land from Greg Miles and transferring to Habitat to build the obligation. Funds for this are recommended to be requested from the Town Affordable Housing

Exaction Account. This presents a significant savings to the taxpayers and enables Habitat to retain current production and staffing levels. The board was very comfortable with that and asked Christine to move forward with it.

There will be an open house at Katrina dog which is an affordable unit currently up for sale next Tuesday and Thursday from 12-2 and 4-6 the board is invited.

There was discussion on the minimum and maximum income requirements of all three categories that have been implemented effective immediately with prompting from County Attorney Jim Radda and why the changes needed to be made. The board understood and liked the idea.

There was brief discussion on the County Employee Housing that TCHA will be managing at Hoback Junction.

Emily sent around a proposed E News letter schedule and there was discussion. We need to make sure we get it to the right people. It is an all around great idea according to the board.

Executive Session:

Patti moved to adjourn the regular meeting at 6:10 p.m. and move into executive session and Diana seconded all in favor, move to executive session.

Diana moved to adjourn from executive session at 6:22 p.m. and Patti seconded it, all in favor adjourned back to regular meeting.

Adjournment:

Now back in the regular meeting Patti moved to adjourn at 6:23 p.m. and Diana seconded. All in favor, meeting adjourned.

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