

Minutes for the
Teton County Housing Authority
Board of Directors Regular Meeting
June 19, 2008
Teton County Commissioners Chambers

Call to order: Vice chair Patti Patterson called the meeting to order at 4:35 p.m.

Roll call on the record: Emily Van Engel, Hal Hutchinson, Patti Patterson, Shelley Holland, Christine Walker, Stacy Stoker.

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

Adoption of agenda: Hal moved to adopt the agenda as corrected and Shelley seconded. All in favor, motion carried.

Approval of minutes: Hal moved to approve the minutes as presented, and Shelley seconded. All in favor, motion carried.

Review and Acceptance of Financial Statements: Christine explained some highlights of the financial statements. Hal moved to accept the financials as presented and Shelley seconded. All in favor, motion carried.

Communications:

- a. **Housing Trust update:** Anne Hayden-Cresswell updated the board on a partnership with the hospital for five lots on the corner of Redmond and Hansen. She said that 15 units are under construction at Glory View. Half will be finished in August; the other half in September. The hospital will purchase four lots in Glory View, and if they purchase the last two, then all the units will be affordable. She updated the board on “dinner and a move-in” and on the Ki Thoughtbridge process.
- b. **Habitat for Humanity update:** Terri Marino announced the successful blitz build, where Habitat built a home in a week in June. She thanked the board for loaning Sara Flitner to help with publicity. Habitat will also close on another home next week, and another next month. She said that they will soon break ground on the last two lots in Melody, and they’re working with Peg Gilday on the lot in Wilson Park.

Jack Stout arrived at 4:45

Public Comment: There was no public comment.

Communication from Board Liaisons: Commissioner Ben Ellis said that he has heard requests to build sooner rather than later on a variety of TCHA parcels. Christine responded by saying that TCHA would not build at this time because the board voted to wait until after

the Comp Plan revision process and because the Town has asked us to wait to develop Karns until after they negotiate an appropriate place for START. Additionally, since we're proposing LDR changes, building Wilson Park and are working on some internal projects, we probably wouldn't build until about a year. Commissioner Andy Schwartz said that he would touch base with the Mayor about Karns Ranch and START.

Director's Report: Patti updated the board on the community relations group, which met this morning. It consists of Nancy Hughes, Greg Epstein, Lisa Delaney, Terri Marino, Diana Waycott, Scott Anderson, Karen Parent, and Sarah Flitner. Today they discussed what everyone's hearing on the street about TCHA, and how to educate people about what TCHA does. The goal is also to educate the group and have them be ambassadors about affordable housing to the community.

Old Business:

- a. **Compliance Issue:** Christine spoke about a compliance issue with a Category 2 home at 826 Morgan Lane. She said that the violations that the board discussed at the previous meeting will be cured by July 15. She wanted to make sure that this plan was acceptable to the board. She said that the occupants were apologetic, were able to get out of rental agreements for the home, and brought down their mortgage. Jack asked Christine to verify the mortgage amount.
- b. **Wilson Park Update:** Christine said that Wilson Park is moving along as scheduled. She said that there is a lot of interest in the units, and they'll probably be ready in Spring 2009. Christine said the prices would be in the range of \$150,000 to \$250,000.
- c. **Hall Street Partnership Extension:** Arne Jorgensen updated the board on the Hall Street development. He said that the agreement contains some language that cannot be accomplished with the current regulations. He has been working with the Town to find a way to do something similar to what the Trust did on Kelly St. Christine said that according to the agreement, the Trust was to submit sketch plan by June 1. However, the BCC may grant an extension for another six months. The Trust plans to submit sketch plan soon. Arne will present new designs at the next TCHA board meeting. Anne mentioned that in a meeting with the Town Council and Planning Commission, everyone said that Hall Street, plus the two other East Jackson Trust proposals, would not be affected by the Comp Plan, since everyone wanted units in the ground rather than waiting.

New Business:

- a. **Cash Handling Policy:** Christine postponed this item to the July meeting.
- b. **Hall Street Partnership Extension revisited:** Hal moved to recommend to the BCC to extend the Hall Street Partnership. Shelley seconded it. All in favor, motion passed.
- c. **Guidelines – Calculation of Income:** Christine explained that it would be beneficial for TCHA to calculate income the same way as a bank would. Patti

explained how banks calculate income for loans. Jack felt that there was no reason not to be consistent with banks, and it would make it easier and clearer for an applicant. Patti moved to amend the calculation of income policy to be consistent with how banks calculate income for lending purposes. Hal seconded it. Shelley wanted to ensure that calculating this income calculation wouldn't be detrimental to applicants. All were in favor of the motion; it passed 4-0.

- d. Guidelines – Debt to Income Ratio:** Christine explained issues with debt to income ratios. She asked the board for some direction on how to manage risks associated with accepting applicants. Jack was concerned that a bank would approve a loan, but TCHA would have to deny an applicant a home because of a TCHA approved policy. Hal moved to require additional review of an applicant's financial situation when total debt to income ratio exceeds 45%. Shelley seconded it. All were in favor; the motion passed 4-0.
- d. Guidelines – Definition of Senior:** Christine explained that our current policy regarding seniors is vague, especially with the definition of seniors. Patti asked to postpone this item until we have more information on the definition of a senior.
- e. Guidelines – Caregiver:** Stacy gave the board an example of someone who had not been working but who had been taking care of her family and wanted to apply for affordable housing and wanted the four-year preference. Patti was concerned that giving caregivers the four-year preference would be tricky from a documentation standpoint. The board discussed giving caregivers preference based on a discretionary standpoint. Commissioner Schwartz recommended establishing criteria. Jack instructed staff to outline some criteria to present to the board.
- f. Guidelines – Volunteerism:** Christine said that she followed up on the board's request for info on volunteers, and giving preference to volunteers. The board was generally more comfortable with a preference rather than a requirement. The board directed staff to flush out a potential policy for future board approval. Anne suggested that one parameter could be that the volunteer hours occur in Jackson.

Items from Staff: Staff discussed the Ki Thoughtbridge process. Jack wanted to go forward with the process, but not if Larry Wolfe was involved because Larry has not followed through to date. Christine said that she talked to the Community Foundation about getting a grant for it. The Community Foundation was optimistic that grant money was a possibility. Anne said that if TCHA can pay for half, the Trust would also be able to pay for half. Christine said that that might be a possibility. Patti moved to allocate \$15,000 from the facilitation line item of our budget to fund 50 percent of the Ki Thoughtbridge Phases Two and Three with a challenge to the Jackson Hole Community Housing Trust for the remaining \$15,000, where only the Teton County Housing Authority and the Jackson Hole Community Housing Trust are the sole controllers and partners in this project. Hal seconded it. No further discussion. All were in favor; it passed 4-0.

Executive Session: Patti moved to adjourn to executive session at 6:22 p.m. Hal seconded it. All were in favor. The motion passed 4-0.

Patti moved to adjourn back to the regular meeting at 7:12 p.m. and Hal seconded. All were in favor. The motion passed 4-0.

There was a brief discussion on the Market Based Employee Housing Program.

Adjournment: Patti moved to adjourn the meeting at 7:22 p.m. Hall seconded. All were in favor, meeting adjourned.

Respectfully submitted,
Emily Van Engel, Associate Planner