

Minutes
Teton County Housing Authority
Board of Directors Meeting
May 20, 2009
260 West Broadway Suite B

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

Roll call on the record: Diana Welch, Christine Walker, Jack Stout, Hal Hutchinson, and Billi Jennings

Shelley Holland arrived at 4:36

Also present: Kay Jones, Terri Marino, Councilman Bob Lenz

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

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

Approval of minutes: Hal Hutchinson moved to approve the April board meeting minutes as presented and Shelley Holland seconded it, all in favor, April minutes approved.

Review and Acceptance of Financial Statements: After brief discussion Shelley Holland moved to approve and accept the April financials as presented and Jack Stout seconded it, all in favor, April financials approved.

Communications:

- A. Housing Trust Update:** Kay Jones was present to update TCHA on the Housing Trust. She met with Christine and Emily today to share ideas on the Comp Plan which was very helpful. She gave a brief update on the Daisy Bush project. They are planning on building sixteen duplex units eight of those will house hospital employees and the others will be offered for sale by the Housing Trust. They are completing value engineering with Dynia's firm right now and expect to break ground by summer. Sketch plan was submitted for Hall Street in April. It is expected to go before the Planning Commission on July 1. Neighborhood meeting invites went out for the

neighborhood meeting scheduled for June 23 at the Senior Center. Project Paddleford sketch plan was also submitted in April and will also go before the planning commission on July 1.

Regarding the Schwabacher property out in Wilson on April 22nd the School board approved a Memo of Understanding with the Housing Trust and it's broken into two phases. Phase one entails submitting a survey to all the school employees as to their interest in purchasing housing at that location and the second phase is the selection criteria and the ground lease provisions. At the next School board meeting they will go back for approval to move forward with the Professional Services Agreement.

- B. Habitat for Humanity Update:** Terri Marino was present to give an update on Habitat. They just finished up in Melody Ranch and had a neighborhood party. Last week they started on the Wilson lot. Forty women for the Women Build were out there working on it. They plan to complete in October. The land search continues for after the completion of the Wilson Park home. They do have one prospect for next summer but can't speak about that just yet. They are looking at rehab and remodel projects for lower income families that might have problems with the upkeep of their homes. They are running into a liability problem and still investigating. They had the grand re-opening party for the ReStore with a great turn out. Habitat has submitted comments on the Comp Plan: they are advocating for continuing Category 1 housing and recognition of sub standard housing in Jackson.

Public Comment: Dave Coone was present and he introduced himself as a retired contractor and would like to volunteer his time to the Housing Authority. He has a couple of areas of interest: the Ellingwood warranty issue and ways to build a better affordable development with specific guidelines for all future projects.

Ryan Brogan lives in the 810 West neighborhood and he was present to speak on behalf of one of the compliance issues on our agenda. He addressed the board and told them that Megan Anderson is a wonderful neighbor and felt the board should consider her waiver as circumstances in people's lives can change whether you plan for it or not.

Mayor Barron arrived at 4:50

Communication from Board Liaisons: Councilman Lenz gave a brief update on Daisy Bush.

Mayor Barron was present and gave kudos to TCHA staff for their presence in all meetings, and he is excited about the Blue Ribbon Panel. He indicated there is no new information on the Karns Meadow property.

Directors Report: Christine sent out sixty plus invite letters for the Blue Ribbon Panel. She has received about thirty back so far with most interested in being on the panel. She discussed how the selection committee will pick the top eight people for the panel.

Mayor Barron asked if the Housing Authority Board would consider looking at changing the price points based on Lead Built Standards. In the Mayor's opinion, with the reduction of utilities of at least 50% and the maintenance fees go down considerably that should be considered into the price points. Christine reminded the board we had discussed this but we were lacking a measuring tool to quantify. If that tool was in place it would be considered.

Stacy Stoker arrived at 4:59, Commissioner Schwartz arrived at 5:00

Commissioner Schwartz was asked if he had anything to add to the meeting and he did not. He did tell the board if they had any questions for him he would be happy to answer them.

Patti Patterson arrived at 5:02

Old Business:

- A. Wilson Park:** They are currently working on finishing the landscaping and exterior painting. Closings are estimated to take place in mid to late June. Stacy and Billi have met with the qualified homeowners and contracts and documentation have been given. There is a plan to have a neighborhood party sometime in August with Habitat participating and possibly some sponsorship from Rocky Mountain Bank.
- B. Hall Street Partnership:** This was discussed under the Housing Trust update. Christine did ask if there would be a couple of board members available to meet with the Trust Board to work out details of the Partnership Agreement. Christine would like to have that worked out before the neighborhood meeting on June 23. Jack, Diana and Hal will all be around to meet.
- C. Compliance- Megan Anderson:** Stacy handed out several letters received from Megan Anderson and updated the board on the situation. Christine reiterated that Megan has been gracious and responsive to all of our questions and concerns. Megan is asking for a open ended waiver to try and comply with the deed restrictions for her 810 West unit. She currently in violation of her deed restriction because she is not making 75% of her income in Teton County and she is not living in her home 10 months out of the year.

Megan addressed the board and thanked them for their time she explained her situation thoroughly. TCHA explained their position and how their job is to make sure homeowners are following their deed restrictions. TCHA asked Megan to take the next few weeks until our next board meeting to either find a way to comply with the deed restrictions or possibly sell her home. Hal moved to continue item XI.C. of the TCHA Agenda, compliance Megan Anderson until the next scheduled board meeting which is June 18, 2009. Shelley Holland seconded it, all in favor motion passed 5-0.

- D. Compliance-Patricia Carr:** At the last TCHA Board meeting there had been no response to the Notice of Violation that had been sent to Patricia Carr. She had missed the deadline so it was the decision of the board to contact Deputy County Attorney Jim Radda to move forward with a Declaratory Judgment. Since then a letter was received but Deputy Attorney Radda is requesting more information. Stacy was asked to send out another letter to Ms. Carr requesting the additional information and if we have no response within thirty days, then Jim Radda could move forward with the board's decision to file a law suit against Ms. Carr.
- E. Capital Improvements Policy:** Stacy handed out a draft Capital Improvement Policy for the board to review. There was discussion regarding depreciation and a 10% cap. Currently most of our deed restrictions do have a 10% cap. After brief discussion it was decided the board would move forward with the recommendation from staff excluding the green building products until such a time green building becomes more universal. Hal moved to approve the proposed capital improvement policy with one amendment to what was proposed which is the elimination of the energy efficiency and green building portion of the allowed credits and Jack Stout seconded it. All voted in favor, motion passed 5-0.
- F. Educational Campaign:** This will be a standard agenda item as it is a strategic goal of the board. Our intern Jamie was managing the boards, but with him leaving we are looking are other options. As Billi has taken over some responsibilities of the sales / resales process, time has been freed up for Stacy. She will be managing this campaign and will receive guidance from Christine and Sara.

New Business:

- A. Continue to work locally (deed restriction language):** TCHA staff would like to know how the board would like staff to proceed going forward on the standard language in the new deed restriction regarding continuing to work locally. For consistency staff would like to have the language be the same for Town Council and with the County. The language would say something like once the homeowners are in their home they will continue to work locally. This would be the same requirement as it is to qualify to buy a home. It can't just be added it would be a recommendation from TCHA board and

presented to the Town and County for consideration. Both the Town and County are very busy right now so this may be held off for six months or so.

- B. Cody Hansen:** There was a request from staff to send a letter to Cody Hansen from the board with our apologies for the error which involved him in our last lottery and offer him additional entries into each lottery he applies for in the future. Patti moved to approve allowing Cody Hansen to be granted additional entries into his future lotteries. Jack Stout seconded it. All in favor, motion passed 5-0.

Items from Staff:

- A. Ellingwood Warranty update.** Christine and Stacy attended the last HOA meeting for Ellingwood. The Housing Authority made a proposal to the Ellingwood homeowners that would offer resources of the County and Town which would include building inspectors and engineers. The Housing Authority would organize it and Habitat has tentatively agreed to help organize some volunteers to help with repairs. The homeowners voted unanimously to move forward with the offer brought before them by TCHA. There are three issues insulation and ventilation of roofs, staining and window repair. Three Creek will pay for materials and the homeowners themselves will commit to be the volunteer labor. It would be a weekend event at Ellingwood to have volunteer day and Habitat will help to plan that.
- B. Community Housing vs. Workforce Housing.** At Christine's meeting with Kay Jones from the Housing Trust today regarding the comp plan it was asked that instead of using workforce housing can we move to use community housing. The board said as long as it is well defined and has the same meaning that is no problem.

Executive Session: None

Adjournment: Jack Stout moved to adjourn the meeting at 6:31 p.m. and Patti Patterson seconded it. All in favor, meeting adjourned.

Respectfully Submitted,

Billi Jennings
Office Manager