

Minutes
TCHA Board of Commissioners Regular Meeting
October 24, 2007
BCC Chambers

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

Roll Call on the Record: Emily Van Engel, Billi Jennings, Diana Welch, Jack Stout, Cathy Wyer, Christine Walker, and Stacy Stoker

Also in attendance: Commissioner Schwartz, Anne Hayden, Terri Marino, Bob Lenz, Mr. & Mrs. Wheeldon, Peg Dunker and associate, Richard Uhl and Jim Radda

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

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

Adoption of Agenda: A revised agenda was handed out, after review Cathy moved to approve the new agenda as presented and Diana seconded. Further discussion, all in favor, motion passed.

Review and approval of Financial Statements: Cathy moved to accept the financial statements as presented and Diana seconded. Further discussion, all in favor, motion carried.

Communications: A letter was presented to TCHA board from Coby & Devon Wheeldon asking TCHA board to waive the affordable housing fee for them on the construction of their new home. After brief discussion Cathy moved to waive the affordable housing fee for the Wheeldon family and Diana seconded it. Further discussion, all in favor, motion carried.

- a. **Habitat for Humanity Update.** Terri Marino was present and updated that Habitat is busy trying to get their newest family in by December. She also discussed progress on their green building. Habitat is starting a new campaign to get volunteers in the winter called the chilly challenge. They are working on building a home in a week completed in June. They have started their Strategic planning

retreat and so far their biggest challenge is what to do when they run out of land.

- b. Housing Trust.** Anne Hayden was present and shared with TCHA board they have received final plat for Glory View. Utilities are complete, and they are hosting a tree auction with the intent to honor and acknowledged all of Elizabeth McCabes doings as well as saving the trees. That auction is set for Tuesday, October 30th. The Housing Trust is busy planning for 08 and looking forward to the joint retreat.

Public Comment: None

Communication from Board Liaisons: Commissioner Schwartz discussed the approval of Glory View.

Commissioner Schwartz also mentioned that when we get to the landscaping on Wilson Park we won't be able to plant fruit bearing trees because of the bear requirement, as well as there will need to be bear resistant storage for trash.

There is also a hearing next Wednesday on the affordable housing regulation.

Bob Lenz mentioned the Town moved the 25% mitigation rate forward. He personally has questions on the commercial portion of it and would like more clarification but his other board members are on board with the increase.

Director's Report: Christine opened it up to the board that if they had questions on the directors report she would be happy to answer them. Jack had a question as to what the database was for. There was discussion and clarification on what we really need, and the length of time it may require.

Dover is moving forward, rents will not be raised, it will only come back to us if it doesn't work. A contract has not been signed yet.

There was some discussion on Emily's memo.

Old Business:

- a. **Sarah Flitner – Messaging example:** Not in attendance
- b. **Wilson Park-Peg Gilday** presentation on conceptual Plans

Patti arrived at 5:13

c. Housing Trust Grant request- The Housing Trust has requested from TCHA board to amend a previous agreement with the Housing Trust for the use of a \$40,000 grant. The Housing Trust would like to amend the agreement to allow them to use the grant for the planning and design work related to the development of approximately 12 units of affordable housing on the corner of Millward and Kelly. After discussion Diana moved to amend the previous agreement with the Housing trust to restrict the use of the grant and allow them to use the grant for the purposes most recently requested. Patti made a friendly amendment to that motion to add the three requirements: 1) Use of funds consistent with Land Development Regulation Section 49450 C.4.b.; 2) Funds used to meet more than the minimum requirement of affordable housing; 3) Funds used to provide affordable housing for families earning less than 120% of the Area Median Income.

Cathy seconded, further discussion, all in favor, motion passed.

d. **Housing Trust Retreats-**There was discussion on the joint retreats with the Housing Trust. TCHA Board asked Anne to speak with her board to set up a half-day retreat for TCHA and the Housing Authority.

New Business:

- a. Open meeting law training by Jim Radda. Mr. Radda presented TCHA Board and Staff training on the open meeting laws.
- b. **Housing Trust Hall Street Extension request:** A second letter was provided to the Housing Authority Board from the Housing Trust asking for an extension of 18 months to build housing on the Hall Street Property. After discussion Cathy moved to extend the Hall Street Partnership agreement for six months and if sketch / final development plans are submitted to the Town of Jackson then there will be an additional 6 month extension. Patti seconded it. Further discussion, all in favor, motion passed.

- c. Miles Housing Mitigation Plan: Christine explained this development proposal and that to meet the affordable housing requirement, the applicant has proposed to deed restrict a cabin that has some deferred maintenance issues. The board discussed accepting a fee-in-lieu or a conveyance of land rather than the unit. The board was uncomfortable with accepting the cabin in the affordable housing program because there being no foundation and the liability associated with an older unit.

Items from Staff:

- a. Cleaning Services Contract:
Diana moved to approve the cleaning contract with C & A Professional Services and Patti seconded. Further discussion, all in favor, motion passed.

Executive Session:

None

Cathy moved to adjourn the meeting at 7 pm and Diana seconded it.
meeting adjourned

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