

Minutes
TCHA Board of Commissioners Regular Meeting
September 20, 2007
BCC Chambers

Call to order: Chairman Jack Stout called the meeting to order at 4:30 p.m.

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

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

Approval of Minutes: Diana made a motion to approve last month's minutes, and Hal seconded it. All in favor, the motion passed.

Adoption of Agenda: Christine wants to move the agenda around. Sarah needs to go first under old business then Teton meadows needs to go. Peg Dunker will not be coming this evening and we also need to add the extension of our line of credit under items from staff. Diana moved to adopt the agenda with its additional changes. Hal seconded it. All in favor, the motion passed.

Review and approval of Financial Statements: Diana moved to accept the financials as presented. Hal seconded it. All in favor, motion passed.

Communications:

a. Habitat for Humanity Update. Terri Marino reported they have three homes underway and are moving forward with plans to build a home in one week next June.

b. Housing Trust. Anne Hayden said all is well with the Housing Trust and they are moving forward quickly at Melody Ranch, which has been renamed Glory View. They are moving ahead to develop the parcels in town as well. She is also excited to embark on the joint retreats that are being planned between the housing organizations.

Public Comment: None

Communication from Board Liaisons: Commissioner Ellis and Commissioner Schwartz were in attendance. Commissioner Ellis mentioned that the Commissioners had met on Monday to discuss the increase the mitigation rate to 25% and envision action will be taken soon. No meeting has been set as of yet to finalize. Jack asked how the discussion went regarding the 25% as he was out of town and all he had to go off was the paper and was wondering how accurate it was. Commissioner Ellis and Commissioner Schwartz briefed the board.

Director's Report:

The remodel is going well at 260 W Broadway.

Meetings have been set up with Board members next week to discuss the Spectrum of Housing.

Emily was asked how much the grants TCHA was applying? One was \$50,000 and not sure of the other but we couldn't get them anyway as we are not at a 501C3 status but Emily is still working with Habitat on getting them.

Regarding Dover, Christine is not getting anywhere with Pacific Communities, so she is talking to another developer in hopes of moving this forward.

Jack asked when we would be able to advertise for our new employee. Christine informed him we planned to go before the board of county commissioners in November to request the contingency funds for a new employee. If the request was approved, we would begin advertising in hopes of hiring at the beginning of the new year.

Old Business:

a. Consideration of Ratification of the Agreement for the Sale and Purchase of Real Property: County Attorney Jim Radda was present at our meeting to discuss the Ratification of the agreement for the sale and purchase of the Mantey property. He outlined the steps that had taken place up until today. The board had agreed in a special meeting in March to make an offer to the Mantey's to purchase their property. However, the board did not leave the executive session when the vote was made. Therefore, the board now needs to decide if they should ratify the decision.

Mr. Radda encouraged the board to take their time and discuss this, to keep an open mind and weigh the pros and cons. A few questions were asked of Mr. Radda such as what would happen if the board didn't ratify. Mr. Radda explained the TCHA would seek to rescind the sale from the Mantey's. Patti Patterson who was unable to attend this meeting, but did send over an email stating her pros and cons. There were discussions on whether to purchase the property and then Hal moved to ratify the agreement for the sale and purchase of real property entered into between the Housing Authority and Erving and Carol Mantey in May 2007 with respect to a 5-acre parcel located on Cheney Lane, Teton County, Wyoming. Diana seconded, there was no further discussion or public comment. The motion passed 3-0 with Patti Patterson and Cathy Wyer absent.

b. Sarah Flitner – Messaging example: Sarah had a hand out for the board and discussed how she is trying to formalize messaging with example of particular topics at each board meeting. She mentioned that the responses to topics will be similar as it takes discipline in order to send a consistent message to the community. She discussed raising the mitigation rate and a possible name change. Everyone is in agreement about losing the “authority” part.

c. Teton Meadows Ranch Presentation: Mike Gierau, Jim Verdone, Jason Snider and James Reinert (owner) were present to give a presentation on Teton Meadows. A proposed 500-unit development formally known as Sherr Toss. The goal of the project is to build ownership housing for our work force. A power point on the details was given and then questions and answers afterward. The application was submitted on August 22nd. The application is available for review on their web site. Christine will be meeting with the TCHA board next week and asked the board if they have any questions they can either get them to Christine and she will meet with Teton Meadows or they are welcome to meet one on one with them as well.

d. Millward Landscaping Request: It has been scaled back since they first came to present. They want to replace trees and shrubs that have died. An estimated cost is about \$10,000 to replace. The lift station is going to need to be repaired this next year and that will also be around \$10,000. Millward has \$62,000 in ground lease fees and they have money set a side to paint the exterior of the homes. They are asking for \$10,000 to replace trees and shrubs. If they plant them themselves does it void the warranty on the

trees? Yes it would. We would encourage them to have them installed and that actually could be a condition of the money. Diana moved to use \$10,000 of the Millward GLF to pay for replacement of dead trees with the condition they purchase the trees and have them installed professionally to insure warranty on them. Hal seconded, there was no further discussion or public comment, the motion carried 3-0.

New Business:

a. **New Name Presentation:** The main purpose for the new name is to get rid of the word authority in order to be more approachable and service oriented. Lisa Delaney started the process and Stacy tweaked it. Samples were brought for board to look at. After brief discussion Hal moved to change the name for the purpose of doing business as Housing Jackson Hole choosing sample number four. Diana seconded it with a friendly amendment to look at variations of both samples two and four. There was no further discussion or public comment, all voted in favor.

b. **25% Interim Step:** There will be a JIM (Joint Information Meeting) at 3:30 Tuesday September 25, 2007 to discuss a regular text amendment to make the step from 15% to 25%. The amendment would be sponsored by TCHA so Christine was just asking direction from the board as to how they would like her to proceed. The board agreed and would like her to move forward. No amendment is required.

c. **Goal of TCHA Board - % of workforce housed locally:** Christine requested from the board a firm number as to how much of the local work force they would like to house. 65 % is a good goal to have based on Hal's understanding with what workforce housing means to a community. If it's not the bare minimum it's pretty close. Jack is comfortable with 65%. It's aggressive and whether we can reach that or not is another story. Diana feels it's a good goal and it would be great if it was more but realistically it's a good goal. Diana moved to set the goal of local workforce housing at 65% and Hal seconded. There was no further discussion or public comment and all voted in favor.

d. **JSB LOC Extension:** The \$1 million Line of credit we have at JSB needs to be extended. It expires tomorrow, however we are no longer going to get a tax-exempt rate. Kutak Rock was uncomfortable writing an opinion as to the tax-exempt status because of the history of the loan. The new rate

will be 7.5%. We are planning on paying this off with our Oct SPET Collection and funds in our development account as well as requesting money we have in reserves with the county. So we should be carrying very little if any debt on this. After brief discussion Diana moved to extend our \$1 million line of credit and Hal seconded it. There was no further discussion or public comment and the motion carried unanimously.

Items from Staff: Christine mentioned that Rainmaker who has been doing some noxious weed spraying for us is asking to store snow on our Karns parcel.

One of the requirements in the purchase 260 W Broadway was to paint the exterior. It was estimated that it would cost \$10,000 to paint the building. Christine has received a couple of bids to do the exterior painting and the lowest bid was from Saddleback Construction who is currently doing our remodel. The bids ranged from about \$8,000 to about \$10,000 with the lowest bid from Saddleback. After brief discussion Hal motioned to direct staff to accept Saddleback Construction's bid of no more than \$8,000. Diana seconded it. There was no further discussion or public comment and the motion carried unanimously.

Facilitators for joint meetings between the Housing Trust and the Housing Authority is being generously paid for by Larry Wolf to allow our organizations to have a better working relationship, and to work toward enhancing the success of each organization. The first phase is a diagnostic step. The facilitators will come to Jackson and will interview identified stakeholders. Meetings are expected to last about 45 minutes and be spread out over a two-day period. Anne and Christine's suggestion is to have the contract between the facilitator and Larry Wolf.

Executive Session:

None

Diana move to adjourn the meeting at 6:35 p.m. and Hal seconded it. All in favor, motion carried.

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