

BLAINE COUNTY HOUSING AUTHORITY PUBLIC MEETING

March 25, 2009 at 5:00 PM

Sun Valley City Hall
Sun Valley, Idaho

Members Present:

Susan J. Passovoy, Chair
Anna Mathieu, Vice-Chair
Linda Thorson, Treasurer
Nathan Fierman
Milt Adam
Chase Hamilton

Others Present:

Larry Schoen, Blaine County Commissioner
Heather Dawson, Hailey City Administrator
Larry Helzel, Ketchum City Council
Sue Bailey, KECH Radio
Michelle Griffith, ARCH Executive Director

Staff:

Kathy Grotto, Executive Administrator
Nancy Smith, Program Director

1. Call to Order/Approval of Agenda

The meeting was called to order by Chair Susan J. Passovoy at 5:03PM. The Agenda was approved as presented.

2. Welcome Introduction of BCHA Commissioner, Chase Hamilton

Susan J. Passovoy introduced Chase Hamilton to the members of the public present at tonight's meeting. Chase Hamilton joins the Board as the 'At-Large' representative (replacing the City of Carey's seat). Chase Hamilton thanked the other Board Members for the opportunity to serve the housing authority as an owner of a community home.

3. Comments from the Public

Susan J. Passovoy asked the members of the public if they would like the Commissioners to address one of the discussion items on the agenda first.

Larry Helzel requested to address the Commissioners about an item not on the agenda. A Ketchum condominium property, Larry Helzel began, may soon apply for a change of use permit turning a failed condominium project into a hotel. The city of Ketchum maintains that community housing is incompatible within a hotel. Therefore, the city of Ketchum respectfully requests the Housing Authority to make a statement (or policy) explaining community housing within a hotel to be contrary to good public policy.

4. Discussion/Action Items

A. Administrative Fee on "sale" of CHU at 600 Second Street East to Stevenson Ketchum Fund

Kathy Grotto researched the answer to this question, tabled at the last meeting, and found out that an administrative "sale" fee had never been collected from the developer choosing to provide rental CH as opposed to for sale CH. New policy adopted January 2009 provides for a rental administrative fee. An administrative fee of \$250.00 will be collected on the Stevenson Residences CH rental. Kathy Grotto will invoice the developer and will follow-up to make sure the amendment gets recorded.

B. Application Database Project

1. Summary report on application mailing.

Nancy Smith directed the Commissioners attention to the Activity Report. One section of that report gives an overview of the 366 applications mailed to community home applicants. About one-half of the applications are still out with a volunteer. The volunteers were given a group of 30 applications on February 18th. They were

asked to provide weekly progress reports and then return the completed packets on March 16th. Only two volunteers returned their applicant packets by March 16th. Two more packets have been returned since March 16th and some completed applications have returned by mail. The remaining volunteer application packets need to be returned to the BCHA office for staff to be able to re-access: what is complete and what remains to be done. The Access database is scheduled to be updated on Friday, March 27th. After the database fields have been added a preliminary report showing the business rules will be produced. Nathan Fierman is very concerned about the timeliness and credibility of the updating process.

2. Report on database improvements.

Nathan Fierman gave an overview of what the Ready-Willing-Able Report will look like now that the database has 'business rules' to allow it to qualify the applicants. Kathy Grotto will have Jaime Sharp write in plain English how the logic thinks.

C. Deed Covenant amendments

Susan J. Passovoy reminds the Commissioners that a workshop will be held to provide input on the Deed Covenant (DC) amendments. She would like to have several Title/Escrow employees as well as several lawyers involved to develop Sections of the Deed Covenant to address the housing authority's concerns. As she developed the amended DC for the Stevenson Residences, Susan J. Passovoy determined some of the changes could be used to amend the Income and Workforce Market DC.

The Commissioners read and discussed the "Proposed Amendments to the Deed Covenant, dated 3/8/09". It is the goal of BCHA to protect the community asset – the community home. Nathan Fierman moved to approve the "Proposed Amendments to the Deed Covenant, dated 3/8/09" as modified by the discussion. With no further discussion, Anna Mathieu seconded the motion and the motion carried. The Workforce Market DC will also be amended to include the changes made by the discussion and approved by the motion.

D. Acknowledgement and Acceptance amendments

Susan J. Passovoy explained these amendments were developed to address the same problem but from a different angle. The Acknowledgement and Acceptance form amendments are directed to the buyer. These changes require the buyer to certify they have read and understand the terms of the particular Deed Covenant by specifically requiring the buyer to initial each summary statement acknowledging their responsibility to maintain this community asset.

Anna Mathieu suggested adding both "carrot" and "stick" statements to the Acknowledgment. She also pointed out a possibly incorrect statement in Section 6. Some of the older City of Hailey Deed Covenants have a 2% administrative fee. Section 8 will be further re-written with the modifications suggested during the meeting, for final approval at the next meeting.

E. Compliance Monitoring form Amendments

Kathy Grotto took out the specific Section references made in the past Compliance Form. She added lines for the buyer to initial their compliance to each point made. Several questions were asked about the level of insurance required to carry on the CHU. It is understood that BCHA requires the CH buyer to have 100% replacement insurance.

Linda Thorson moved to approve the further revised 2009 Compliance Form with one minor modification. Anna Mathieu seconded the motion and the motion passed unanimously. This form will be used for the 2009 CH owner Compliance process.

F. Neighborhood Stabilization Program

Anna Mathieu presented an overview of the meeting in Boise with Jim Fackrell and Connie Hoagland, CEO and founder of NHS in Boise. The point of the meeting was to learn about the Neighborhood Stabilization Program (NSP). Jim Fackrell wanted to explore whether or not BCHA might be able to tag along under NHS to apply for

NSP monies for the acquisition, rehabilitation, and rental retention or sale disposition of properties. Due to the turn-around efforts and refocusing of NHS, that tag-on hope is not possible; they will be focusing on education.

The Stimulus bill provides for \$2 billion dollars to be available on a competitive basis. The Stimulus bill was signed on February 20th from this date HUD has 75 days to write the rules for how it will be used/awarded, and 150 days to get the funds out. The funds will be used to buy foreclosures (REO, bank-owned properties) and in some cases pre-foreclosures, deeds in lieu of foreclosure. The criteria is likely to be based on the spread between affordability and area median income, number of foreclosures, and other areas of need, affordability and stabilization of neighborhoods. In the opinion of both Jim Fackrell and Connie Hogland, Blaine County has a shot at receiving funds for properties retained as rentals for community housing applicants at AMI of 50% or less. Agave Place was discussed as a good candidate. Their suggestion was for BCHA to write the grant request to buy Agave Place (and similar developments or scattered sites) and then rent out to CH applicants. It is not known how rents would be established and who would retain the monies.

The online HUD grant application is a difficult process. Connie Hogland suggested contacting, Mary Pridmore an excellent grant writer, who used to work at NHS. Kathy Grotto contacted Mary Pridmore who asked Kathy to check with IHFA to see if they believe Blaine County could qualify. Michelle Griffith, ARCH, will ask if her organization has researched the NSP.

G. Discuss Finally Home education course at CSI

Scheduling the 'Finally Home' class has been difficult Anna Mathieu reported. A class is scheduled, BCHA promotes the class and gets applicants to sign up, then the dates are changed and people drop out. So, it is Anna Mathieu's recommendation that BCHA guarantees CSI \$100.00 per quarter if they in turn print the scheduled dates for the class in their catalog. In this way, the class is guaranteed to be held four times a year – on a schedule.

Kathy Grotto explained Penny Johnson's reluctance to hold the class, regardless of the \$100, because the volunteer speakers do not want to come unless the class is full. To move forward, Anna Mathieu, suggested BCHA contacts IHFA, explain the scheduling difficulty and find other possible avenues to schedule and provide the class quarterly.

H. Open Door Program

Nathan Fierman invited everyone to ask questions if they had not understood the 'Open Door' letter provided in tonight's supporting document packets. A timeline to reach the program goals has been developed. The pilot program has been approved by the Ketchum City Council using \$125,000 of the 'in-lieu' fees. Open Door will work by identifying Ready-Willing-Able applicants from the BCHA database, identify the properties, and then jointly purchase the community home. Michelle Griffith, ARCH, expressed supporting a CH in risk of foreclosure with the 'in-lieu' funds as well.

I. Bellevue Commissioner Seat

BCHA Staff received one letter of interest and resume for the Bellevue Commissioners seat. One Board member has met the candidate; others are encouraged to do so. The Bellevue Council has also received this person's documents and will review them. Anna Mathieu asked if she could be advised of the date of the next Bellevue Council meeting. She will attend and hoped other Commissioners would also consider attending the discussion of the nominee.

J. Resolution approving Executive Administrator signature on documents

Susan J. Passovoy presented the 'Resolution' to authorize Kathy Grotto to sign documents on behalf of the Blaine County Housing Authority. The Commissioners did not have any additions or corrections to the one page Resolution. Therefore, Linda Thorson moved to approve the Resolution as presented. Anna Mathieu seconded the motion and the motion passed unanimously. Susan J. Passovoy signed the Resolution.

3. Consent Agenda

A. Approval of February 10, 2009 BCHA Board Meeting Minutes

B. Approval of March 10, 2009 Special BCHA Board Meeting Minutes

Anna Mathieu moved to approve the February 10, 2009, and the March 10, 2009 Meeting Minutes. Milt Adam seconded the motion and the motion carried.

C. Approval of BCHA February 2009 Financial Report

Linda Thorson's Treasurers Report that accompanied the Financial Report contained a review of the Spink Butler billing statements and the payments BCHA has remitted. Susan J. Passovoy had two further questions regarding the settlement finalization and Linda Thorson questioned the final billing. Staff was requested to re-send the latest Spink Butler invoice to them for review.

D. Approval of Executive Administrator's Report

Kathy Grotto will present the BCHA semi-annual report to each of the jurisdictions at their public meeting. Kathy Grotto would like to have Linda Thorson accompany her to these City Council Meetings.

Milt Adam and Kathy Grotto will set down the steps to take in resolving the issues involved in the marketing of the two Income Cat 2 Studios in Elkhorn Village.

5. Announcements- Calendar of Upcoming Meetings

The next meeting was tentatively scheduled Wednesday, April 22nd at 5PM in the Blaine County Old Courthouse. This date will be confirmed by email with the Commissioners. Both Susan J. Passovoy and Chase Hamilton will attend the meeting by conference phone.

6. Executive Session; Idaho Code 67-2345 to discuss pending litigation, land acquisition or personnel issues

Linda Thorson moved to go into Executive Session at 7:10 PM. Anna Mathieu seconded and the motion carried unanimously.

At 7:23PM, Linda Thorson moved to close the Executive Session and Anna Mathieu seconded the motion. The motion carried unanimously.

No decisions were made during the Executive Session discussion.

7. Adjournment

There being no further business to discuss, Chair Susan J. Passovoy, adjourned the Board of Commissioners' meeting at 7:25PM.

Respectfully submitted,
Nancy G. Smith

Approved,


Susan J. Passovoy
BCHA, Chair