

# BLAINE COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS' MEETING MINUTES

Wednesday,  
October 21, 2009 at 5:30PM  
Blaine County Courthouse  
Hailey, Idaho

**Members Present:**

Linda Thorson, Chair  
Anna Mathieu, Vice-Chair  
Heather Kimmel, Treasurer  
Chase Hamilton  
Nathan Fierman  
Milt Adam

**Others Present:**

Michelle Griffith, ARCH  
Larry Helzel, Ketchum City Council  
Jon Duval, Idaho Mountain Express

**Staff:**

Kathy Grotto, Executive Administrator  
Nancy Smith, Program Director

**1. Call to Order/Approval of Agenda**

The public meeting of the Blaine County Housing Authority was called to order by Chair Linda Thorson at 5:30PM. She opened the agenda for consideration of new items.

Kathy Grotto requested adding a new item to discuss the five pieces of proposed affordable housing legislation she just received on October 21 from Wendy Jaquet. This item will be added as Discussion/Action Item 3.E.

Linda Thorson added a second item for discussion at the request of Michelle Griffiths. 3.F. Blaine County Site Visit by the Center for Housing Policy.

A third and final addition was made, as 3.G., to the Discussion/Action Items. Linda Thorson felt a revised agenda format would further support and encourage strategic planning by inviting topical professional public conversation to engage and educate the Commissioners.

Linda Thorson moved to approve changes to the Agenda by roll call vote:

<b>Person Voting:</b>	<b>Vote:</b>
Linda Thorson, Chair	Yes
Anna Mathieu, Vice-Chair	Yes
Heather Kimmel, Treasurer	Yes
Chase Hamilton	Yes
Nathan Fierman	Yes
Milt Adam	Yes

**2. Comments from the Public**

Linda Thorson opened the discussion to the public for general comments. Comments specific to an agenda item will be addressed during the discussion of that item.

Larry Helzel, City of Ketchum City Council, opened with a question and a comment. He wanted to find out if a proposal for distribution of funds will include discussion of a payment to the City of Ketchum Reserve Fund (KRF). Linda Thorson responded affirmatively, the KRF will be reviewed as part of 4.B. the September Financial Report. He continued with his comment on a countywide grievance heard from developers/contractors. They are requesting community housing to be "set aside" from their Community Development Agreements due to financial difficulties. It is his suggestion to the Housing Authority to make a public statement opposing this action.

### **3. Discussion/Action Items**

#### *A. Updates of Goals and Business Plan*

Anna Mathieu delivered a review of the subcommittee meeting. Their approach to updating the 'Business Plan' (BP) was to look at core competencies, goals, and the tasks set to accomplish over the next year. The 'BCHA Business Plan 2009/2010' continues to focus on the asset management preservation, maintaining and growing a quality applicant database, matching applicants for sales and rentals, and focus on being a resource, in a more dynamic fashion, to all constituents within the County.

Linda Thorson asked if there were any questions or concerns about this draft and she encouraged suggestions about how this document should be moved forward. The subcommittee initiated the process by looking at each one of the goals stated in last years' document.

Nathan Fierman suggested including the point made earlier by Larry Helzel into the current BP. He said that would be a way to make our Business Plan responsive to a current trend. Secondly, while emphasizing BCHA as the primary resource of community housing, it should also include other housing entities' roles. And lastly, Nathan would like to have the term 'customer service' remain listed as a goal. He feels strongly that the language matters and it determines the perceptions the community has about us and the way we operate with the community.

The draft before the Commissioners tonight was a "start" and Linda Thorson would like the subcommittee to meet at least one more time. The meeting outcomes will be reported at the November meeting.

#### *B. Community Housing Guidelines/Mission Statement*

Kathy Grotto introduced the four submitted draft Mission Statements. She hoped to have a Mission Statement approved after tonight's discussion. Each version of the Mission Statement was read and word choices were debated at length. The final version recommended was:

"The Blaine County Housing Authority's mission is to advocate, promote, plan, and preserve the long term supply of desirable and affordable housing choices in all areas of Blaine County in order to maintain an economically diverse and vibrant community."

Anna Mathieu moved to pass the Mission Statement as amended and stated above. Chase Hamilton seconded the motion and the motion carried, with Milt Adam opposed.

#### *C. Amendments to Commissioners Responsibilities/Duties*

Kathy Grotto presented the changes made to the 'BCHA Commissioner Responsibilities' document. Milt Adam disputed the reference to the Housing Authority Board members as 'Commissioners'; instead, he felt the correct term was 'Directors'. It was discussed that the Blaine County resolution creating the Housing Authority did use the term "Commissioner". However, the term "Commission" would be replaced with "Authority".

#### *D. Rescission of Deed Covenant on Elkhorn Village CH #4-C*

The Hennessy Company project manager, Bryce Turzian, provided the City of Sun Valley and BCHA Staff with square footages proving their community housing requirements were not only satisfied but had been exceeded in Phase One and Phase Two. The figures were confirmed by the City of Sun Valley development director. Therefore, the Deed Covenant on Elkhorn Village #4-C should be removed.

Anna Mathieu moved to approve the resolution providing for the 'Rescission of Deed Covenant on the Elkhorn Village CH #4-C'. Milt Adam seconded the motion and the motion passed unanimously.

*E. Five Proposed Amendments Related to Affordable Housing Legislation from Wendy Jaquet*

Kathy Grotto explained her reason for bringing these before the Commissioners tonight was to receive direction on who to distribute these documents to and how to distribute them. Anna Mathieu suggested BCHA establish when the comments should be submitted send these draft bills out with a cover letter to the people who were invited to the Legislative Workshop. It was decided that all comments should come back to Kathy for organization before forwarding them together to Representative Jaquet.

*F. Center for Housing Policy Blaine County Site Visit*

Michelle Griffith stated that the desired outcome of the visit by the members of the 'Center for Housing Policy' will be to better direct the development of community housing based on the needs of the county rather than remain on the receiving end of developments. Specifically, it would be helpful for the Commissioners to suggest a diverse group of people to be interviewed.

*G. Revised Agenda Format*

Linda Thorson suggests dedicating a block of time for open dialogue at the beginning of each meeting to educate the Board on specific topics such as IHFA, Shared Equity, etc. She asked everyone to submit their topics to BCHA Staff. In order for this discussion time to work out, the time spent on the 'Consent Agenda' must be shortened.

November's topic will be the Strategic Plan 2009/2010 and "What are the BCHA Goals and Objectives". Each jurisdictions Planning and Zoning Departments and the city council' will be invited.

#### **4. Consent Agenda**

*A. Approval of the September 23, 2009 BCHA Board Meeting Minutes*

Anna Mathieu asked for the discussion of item 3.A. to be included in the minutes. Heather Kimmel moved to approve the September 23, 2009 Meeting Minutes as amended. Chase Hamilton seconded the motion and the motion carried.

*B. Approval of BCHA September 2009 Financial Report*

Linda Thorson directs the Commissioners to read by the time of the meeting the monthly financials, especially the Profit and Loss Statement. She made two proposals for the distribution of the 2008 – 2009 cash carry forward: 1) To set aside \$5,800 to support budget shortfall; and 2) Propose a \$19,000 payment to the Ketchum Reserve Fund. Chase Hamilton moved to approve these proposed fund distributions and Nathan Fierman seconded the motion. The motion passed unanimously.

*C. Executive Administrator's Report*

Anna Mathieu suggested the creation of a list of required information to be provided when a developer submits their application. She found the Bald Mountain Lodge community housing plan lacking many details. Kathy Grotto suggested the use of submittal requirements similar to the one the City of Hailey uses. Anna Mathieu will assist BCHA Staff in writing a letter to the Bald Mountain Lodge developer.

#### **5. Announcements**

The next meeting was tentatively set for Monday, November 23, 2009, in the Blaine County Courthouse back meeting room. These arrangements will be confirmed.

#### **6. Executive Session; Idaho Code 67-2345 (1) to discuss (a, b) personnel issues, (c) land acquisition, (d) records disclosure, (f) pending litigation, or (j) pending claims.**

Nathan Fierman moved to go into Executive Session based on Idaho Code 67-2345, reason items: A. and B. personnel issues and D. Records Disclosure. Anna Mathieu seconded the motion and the roll call vote commenced:

<b>Person Voting:</b>	<b>Vote:</b>
Linda Thorson, Chair	Yes
Anna Mathieu, Vice-Chair	Yes
Nathan Fierman	Yes
Heather Kimmel	Yes
Milt Adam	Yes
Chase Hamilton	Yes

The Commissioners entered into Executive Session at 7:27 PM.

At 8:12 PM, Anna Mathieu moved to end the Executive Session and Milt Adam seconded the motion. Linda Thorson moved to initiate application into PERSI, the Idaho public employee retirement system, for the employees of Blaine County Housing Authority. Anna Mathieu seconded the motion.

<b>Person Voting:</b>	<b>Vote:</b>
Linda Thorson, Chair	Yes
Anna Mathieu, Vice-Chair	Yes
Nathan Fierman	Yes
Heather Kimmel	Yes
Milt Adam	Yes
Chase Hamilton	Yes

#### 7. Adjournment

There being no further business to discuss, Chair Linda Thorson adjourned the Board of Commissioners' meeting at 8:15PM.

Respectfully submitted,

Nancy G. Smith  
BCHA, Program Director

Approved,



Linda Thorson  
BCHA, Chair