

# BLAINE COUNTY HOUSING AUTHORITY PUBLIC MEETING

December 11, 2008 - 4:00 P.M.  
BLAINE COUNTY COURTHOUSE  
HAILEY, IDAHO

## Members Present:

Susan J Passovoy, Chair  
Anna Mathieu, Vice-Chair,  
Lind Thorson, Treasurer  
Nathan Fierman

## Others Present:

Larry Helzel, Ketchum County Commissioner  
Lesley Andrus, ARCH  
Kathy Grotto  
Pam Ritzau

## Staff:

Nancy Smith, Program Director

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

The meeting was called to order by Chair Susan J. Passovoy at 4:11PM, requesting changes as well as approving the order of the Agenda discussion items. Nathan Fierman asked for Anna Mathieu's participation in the 'Scope of Services' to be noted. Another discussion item – Modify Deed Covenant with an attached Deed of Trust was added to the Agenda as 3.F.

### 2. Comments from the Public

Hearing no comments from the public the meeting was continued.

### 3. Discussion/Action Items

#### A. Review/discussion of Cimarron CHU

Susan Passovoy related her understanding of the Verge re-sale. In 2002, the Cimarron Community Housing Condominium was placed under a former form of Deed Restriction by Gates Kellett, BKHA Executive Director. This Deed Restriction was not as comprehensive as the Workforce Market Deed Restrictions currently used by BCHA. The Cimarron CHU was resold in 2005 to the present owner who tried to sell the condominium in 2008 through a realtor. The realtor received no offers. Now the owners wish to enlist BCHA to market the CHU to the applicant database.

The owners/sellers were given a Notice of Intent to Sell and Pricing Agreement. Once the signed Notice is received the BCHA Staff will offer the CHU to all database applicants and local employers. If this CHU were income deed restricted it would be considered an Income Category 9 CHU at the current price.

Rebekah Helzel has called Nathan Fierman to explain her discussions with Judi and Haley Verge. At these meetings, ARCH has discussed the possibility of using Ketchum in-lieu fees to 'buy down' the price and then place an Income Deed Restriction (DR) onto the property. Ketchum would only be interested if an appraisal of the property were completed, at the cost of the seller, and an Income DR were allowed to be recorded onto the property.

Anna Mathieu explained that the Cimarron re-sale was **thoroughly** discussed at last months meeting and all parties agreed to a plan at that time. The plan is to: 1) Sign a Workforce Notice of Intent to Sell at the price set by the seller; 2) Then allow BCHA to offer the Cimarron CHU for six months; and 3) If BCHA sells the CHU then the WMDR will be modified to include an administration fee at this sale and with subsequent sales. Some discussion arose to support the suggestion to get an appraisal right now to establish a more realistic sales price. But, the appraisal was dismissed

since BCHA and the owner/seller agreed to a plan and it had not been made clear to the seller that they would be responsible to pay for the appraisal.

Anna Mathieu again requested the Board consider the November plan. BCHA could learn from the experience, build a track record, and then come back to the seller/owner to re-negotiate the process if necessary. Discussion followed about the pros and cons of each approach. Susan Passovoy asked if the November approach could be followed for at least 60 days. A one-page summary of the Cimarron DR will be prepared to distribute to realtors and prospective buyers. After which, if not under contract, the sellers would be asked to obtain an appraisal, the Notice of Intent to Sell and Pricing Agreement would be written for the assigned Income Category, a possible buy down assistance from the City of Ketchum negotiated and the Deed Restriction would be modified to an Income DR at the time of closing.

#### ***B. Review of BCHA Scope of Services***

In the past, the Scope of Services document was titled Exhibit B and attached to funding requests presented to jurisdictions. Now the Scope of Services accompanies the BCHA Contract for Services in presentations for continuing funding. The direction Susan Passovoy understands BCHA needs to take with the Scope for Services document, at this time, is in preparation of the Hailey and the Ketchum Contracts for Services. Nathan Fierman asked if the list of 'requirements' given to BCHA from the City of Ketchum by Larry Helzel could be discussed. Larry Helzel clarified his expectation for the Ketchum City Council (KCC) BCHA presentation: 1) KCC wants a BCHA status report on the Housing Reserve repayment plan; 2) Update of BCHA organizational – strategic – structural – financial evolution since the last presentation in August 2008; 3) Project what steps BCHA will take for the remaining months of the 2009 fiscal year; 4) Request bridge financing to accomplish goals; and 5) furthermore, be prepared for questions from the other Ketchum Council Members (who have not been kept abreast of the BCHA program).

Linda Thorson will bring the KCC up-to-date on the scrutinized and adopted BCHA Budget. Linda Thorson compared Exhibit B to the Scope of Services document. Two of the three major areas of services are currently being done by BCHA and will continue to be done. Several goals Ketchum no longer requests from BCHA (like the Needs Assessment) is still important to the City of Hailey. It is therefore prudent for BCHA to keep a compendium of services realizing not all services are required by all jurisdictions/clients.

Anna Mathieu said this is the reason to support a plan referring to the handout she, Nathan Fierman, and ARCH have developed. The BCHA Draft Business Plan 2009 document answers the needs of the City of Ketchum and prescribes working closely with ARCH. Anna Mathieu explained her graphic overlay. The purple bar represents mutual tasks. The blue bar lists core BCHA Goals/ Objectives. The red bar lists the main ARCH tasks. Once the overall strategy/ business plan is adopted by ARCH and BCHA then working together will begin.

Linda Thorson reminded the Board of Blaine County Commissioners request for a second housing workshop to be held on January 9, 2009 and could launch the development of a vision for Blaine County's housing plan. Bob Werth was suggested as the facilitator and has agreed to take the time to facilitate the January Workshop.

#### ***C. Review status of Contract with the City of Ketchum***

The City of Ketchum Contract had just been thoroughly reviewed in the Scope of Services discussion.

#### ***D. Discussion of Hailey Contract for Services and Deed Restrictions***

Anna Mathieu, Nathan Fierman and Nancy Smith met with Hailey city officials to resolve service inconsistencies. An administration fee of 3%, or 1.5% if a realtor is involved, or a flat amount was proposed for the WMDR. The City of Hailey wants this process to be taken care of; instead of an interim plan. BCHA will continue to work with the City of Hailey to define a process and set fees.

#### ***E. Discuss elements of 2009 CHU Owner Compliance***

A discovery process is taking place to find out if any BCHA CHU owners have second loans or home equity lines of credit on their deed restricted properties. The annual compliance process will be more extensive for 2009 than just a letter such as home visits and/or office visits. A plan will be implemented to contact current CH owners inviting them to contact BCHA as a resource.

**4. Consent Agenda**

*A. Approval of August 27, 2008 BCHA Board Meeting Minutes*

*B. Approval of October 14, 2007 BCHA Board Meeting Minutes*

Nathan Fierman moved to approve the August 27<sup>th</sup> and the October 14<sup>th</sup> Meeting Minutes as presented. Linda Thorson seconded the motion and the motion carried.

*C. Approval of November 18, 2008 BCHA Board Meeting Minutes*

Anna Mathieu requested the November 18, 2008 Meeting Minutes be tabled until she can present parts of discussions not represented.

*D. Approval of BCHA November 2008 Financial Report*

Linda Thorson presented the November Financial overview report prepared for tonight's meeting. Questions regarding the Ketchum Housing Reserve Fund Reporting were discussed. Then Nathan Fierman moved to approve the November 2008 Financial Report. Anna Mathieu seconded the motion and the motion passed unanimously.

**6. Announcements- Calendar of Upcoming Meetings**

The January 2009 meeting date was set for Tuesday, January 6, 2009 at 4:30P.M. with the location to be determined.

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

Nathan Fierman moved to adjourn the regular meeting to enter into an Executive Session to discuss personnel issues. Anna Mathieu seconded the motion and the motion carried.


**8. Adjournment –**

There being no further business to discuss, Chair Susan J. Passovoy, adjourned the Board of Commissioner's meeting at 6:52P.M.

Respectfully submitted,

Nancy G. Smith  
BCHA, Secretary

Approved,



Susan J. Passovoy  
BCHA, Chair