

# BLAINE COUNTY HOUSING AUTHORITY PUBLIC MEETING

October 14, 2008 5:00 PM  
BLAINE COUNTY COURTHOUSE  
HAILEY, IDAHO

## Members Present:

Susan J. Passovoy, Chair  
Anna Mathieu, Vice-Chair  
Linda Thorson, Treasurer  
Milt Adam

## Others Present:

Larry Schoen, Blaine County Commissioner  
Heather Johns, ARCH  
Jim Donoval  
Nathan Fierman

## Staff:

Nancy Smith, Recording Secretary

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

The meeting was called to order by Chair Susan J. Passovoy at 5:07PM. The Agenda was unanimously approved as presented without discussion.

### 2. Comments from the Public

Susan J. Passovoy invited comments from those present at the meeting. There were no comments. Therefore, Susan J. Passovoy continued and reminded everyone present that additional public comment may be accepted on individual agenda items at the discretion of the Commissioners.

### 3. Discussion/ Action Items

#### *A. Discussion of Recruitment of Additional Nominations to the Board.*

Susan J. Passovoy "BCHA has received a number of expressions of interest from community members in volunteering for particular tasks that are performed by the Housing Authority; or just serving on the Board. And we are encouraging these people to contact the Blaine County Commissioners (or Mike McNees, BC Administrator). The way the structure or process was approved in a Resolution that created BCHA was for nominations to go to Blaine County who will appoint members to the BCHA Board."

A notification will be sent out to all past and present Community Home Owners encouraging them to contact BCHA and the BCC. BCHA is seeking to fill the three vacant seats of their seven member Board of Commissioners. Interested Blaine County citizens should either contact Mike McNees (BCC Administrator) or BCHA at 788-6102. Susan J. Passovoy communicated to the Blaine County Commissioners; the BCHA strongly recommends filling the vacant seats. The many talented people in our community wishing to apply their talents should be "harvested".

#### *B. Discussion of pending Audit engagement.*

Susan J. Passovoy reviewed the information BCHA Staff learned by calling Condie, Stoker & Robins (CS&R). Condie, Stoker & Robins CPA's completed the BCHA audit for the last two years. Anna Mathieu moved to retain CS&R to complete the FY 2007 – 2008 audit. Linda Thorson seconded the motion and it carried.

*C. Update on Amounts due the Ketchum Housing Reserve Fund.*

Linda Thorson has asked the BCHA Accountant for the amount BCHA owes the Ketchum Housing Reserve Fund. At this point, the principal is approximately \$72,000.00; the interest amount needs to be re-figured. Monies earned from the administration fees on the Scott Northwood Building. A payment of \$38,000.00 will be sent to the city of Ketchum next week. The balance will be paid as soon as possible.

*D. Discuss the City of Hailey Contract for Services*

Anna Mathieu confirmed all of the Commissioners had reviewed the last version of the Contract for Services. The city of Hailey's 2008-2009 proposals cut the monthly payment in half; otherwise, most of the provisions are the same. Anna Mathieu would like to amend BCHA services. Items discussed:

- WMDR resource hours capped; additional time to be billed.
- SBR Real Estate course given once a year.
- Employee Housing Fair, along with ARCH, provided annually.
- Possibly reduce all services.
- Possibly provide just six hours of work per month (\$80 x 6=\$500).
- Defend the general benefits given to the city of Hailey from BCHA's work – the applicants, the Guidelines, the review of community housing projects.
- Ask the city of Hailey what services do they want?
- BCHA is authorized to charge \$150 for each WMDR applicant.
- Larry Schoen will pursue meetings with all of the Blaine County cities to figure out a formula supportive of the BCHA services.

**4. Consent Agenda**

*A. Approval of August 27, 2008 BCHA Board Meeting Minutes*  
(Not presented for review/approval.)

*B. Approval of September 30, 2008 BCHA Annual Meeting Minutes*

*C. Approval of September 30, 2008 BCHA Board Meeting Minutes*

Anna Mathieu moved to approve both the Annual and the September 30<sup>th</sup> Meeting Minutes. Milt Adam seconded and the motion carried.

*D. Approval of BCHA Financial Report*

At last month's meeting, Linda Thorson, established a budget total after penciling in the additions and subtractions Commissioners agreed on at the meeting. Several assumptions were made, erroneously, on the income subsidies. Sharon Hammer, Sun Valley City Administrator, confirmed that the \$10,000.00 was indeed a line item for BCHA. Also, the city of Hailey support of \$6,000 was added back into subsidies after receiving their commitment. BCHA therefore confirmed a FY 2008 – 2009 Total Income to be \$205,400; with total expenditures of \$114,000. These changes show a positive income for BCHA.

Linda Thorson's suggested spending these funds on 'Marketing and Public Outreach'. These funds, \$1,000.00) would cover additional education such as the Real Estate Continuing Education Class. Susan J. Passovoy suggested adding back into the budget the amount (\$5,000.00) taken out last month to support Community Housing Week. The Income line item labeled Grants and Supports was changed to Contracts for Services. BCHA reaffirmed the goal of complete payback to the Ketchum Reserve Fund.

Larry Schoen will attempt to clarify the office space options, if any, within the Old County Courthouse and County Annex Building. Details of a new location cost needs to be figured out. The office lease at 400 S, Main Street expires in March 2009.

The maintenance budget adopted at last month's meeting for FY 2008 – 2009 will allow BCHA to potentially hire a part-time Executive Director. Interest in the position has come to the attention of the Board of Commissioners. The Commissioners will explore these options over the next month.

**5. Announcements**

Susan J. Passovoy proposed holding the next BCHA meeting on Tuesday, December 2, 2008; since she will be out of town until then. If the Blaine County Commissioners schedule another workshop before December 2<sup>nd</sup>, Susan Passovoy will return to attend the meeting.

**6. Executive Session;**

**Idaho Code 67-2345 to discuss pending litigation, land acquisition or personnel issues**

Anna Mathieu moved to go into Executive Session at 6:13PM. Linda Thorson seconded the motion and it carried. An orderly productive discussion occurred until Linda Thorson moved to adjourn the Executive Session at 7:00PM. Anna Mathieu seconded the motion and the motion carried.

**7. Adjournment–**

There being no further business to discuss, Chair Susan J. Passovoy, adjourned the October 14, 2008, BCHA Board of Commissioners' meeting at 7:43PM.

Respectfully submitted,

Nancy G. Smith  
BCHA, Secretary

Approved,



Susan J. Passovoy  
BCHA, Chair