

Blaine County Housing Authority

Public Meeting Minutes

Wednesday November 20, 2013
Ketchum City Hall
480 East Avenue, Ketchum, Idaho

Members Present:

Heather Filgate, *Chair*
Chase Hamilton, *Vice Chair*
Carter Ramsay
Bonnie Moore
Suzanne Miller

Absent:

Rick Davis
Linda Johnston

Staff:

David Patrie, *Executive Director*
Bobi Bellows, *Program Administrator*

1. Call to Order/Approval of Agenda for the Annual Meeting

Heather Filgate, Chair called the Regular Monthly Meeting to order at 5:01p.m. Motion to approve agenda was made by Bonnie Moore and seconded by Suzanne Miller; motion to approve the agenda was approved unanimously.

2. Comments from the Public

None; no public present.

3. ARCH Community Housing Trust Report – Michelle Griffith

Michelle Griffith along with BCHA staff looked at a donated house in unincorporated Blaine County to potentially move to a donated lot in the same area. After further conversations and meetings with the party donating the house, it was determined that “new” owner actually has not closed the purchase, because through the title work learned that the neighbors septic is on the property, all parties are working on a solution to this, and ARCH is continuing to move forward on moving the house to the donated lot and begin the rehab of the house in order to rent to a qualified applicant family.

ARCH received funding to purchase 4 vacant homes and do minor renovations and then sell them to families earning 80% or less of AMI, which started as a partnership with Habitat for Humanity. But, ARCH has since merged with Habitat for Humanity and so now the partnership is with BCHA. Three of the 4 homes have been completed and the fourth one has been identified and the purchase of this home should be completed soon, hopefully before Thanksgiving. This home needs more work than a family of 80% of AMI could afford. Finishing the rehab will be determined by the weather. The exterior needs scrapping and painting. An identified qualified family will not be able to move into the home until all the repairs and rehabilitation has been completed.

Michelle Griffith also related news that the Quail Creek project received LIHTC funding. The land for the project was donated by the Quail Creek developer under the county's CH-PUD ordinance. The PUD is south of Ketchum near St. Luke's where the County would like to see increased density and community housing built. Meadows LLC already has an approved PUD which requires them to build community housing throughout the development, and they produce market rate housing, but probably will not happen for another 10 years. So, instead they will apply to the County to avail themselves of having to build the community housing by giving land to ARCH. ARCH will apply for their own PUD to provide 26 housing units of affordable rental housing. ARCH is building in accordance with the allowable density under the new CH-PUD in the County. ARCH received funding to build 10-3 bedroom units, 8-2 bedroom units and 8-1 bedroom units, plus a community building that will incorporate a mini-kitchen for gatherings. There will be a full time manager/leasing office, a business center with computers and printers, and a workout facility. There will be an informal meeting for the community on December 3rd at the YMCA to explain the project.

David Patrie added that the amenities Michelle included with this project came about from a survey put out to current community home owners and applicants by BCHA and the feedback received from the survey. Bonnie Moore asked who did the design for the project. Michelle Griffith stated ARCH hired an architect to design the project with every item on the wish list to actually fit on the land. This architect knew that they were not guaranteed to plan the project. An RFP for architect's to design the project has been announced as an advertisement was placed in the local paper.

Heather Filgate asked about the size of the units; Michelle said the size were approximate, 1 bedroom 1 bath will be 750 square feet, the 2 bedroom 2 bath units will be 1,000 square feet and the 3 bedroom 2 bath units will be 1,250 square feet. Heather Filgate asked about the AMI of the units; Michelle answered that the AMI is 60% down to 40% of the AMI. Michelle added that the tax credits are over 10 years, so just under \$6 million in tax credit equity, with \$830k in HOME loan and a bit of a conventional loan as well. Michelle Griffith thanked the Housing Authority for their assistance in providing information to include with the application and commended BCHA staff's involvement with the full proposal.

Carter Ramsey asked if the units will look like the project built near the hospital (Cold Spring Crossing) or like the ones built at Buttercup Road (Agave Place); Michelle stated "no" that the project will have a "arts and craft-y" feel to the look of them.

The City of Sun Valley Report given by Michelle Griffith stated that she was impressed with the housing authority's proposal to conduct a housing analysis and provide a professional report. Mark Hoffman as a representative of the City of Sun Valley added that the BCHA will be requested to give a release to a deed restricted property. Mark Hoffman further explained, when Hennessy developed the property there were three phases and that Hennessy met the requirements for all three phases and that these deed restrictions were extra, and Hennessy will ask the City to release two "ski locker-size" condos of their deed restriction because he is not planning to build phase four. David Patrie added that he will need help from the City of Sun Valley to negotiate this request, because at the staff level there is no institutional knowledge of the past Elkhorn Springs development.

4. Discussion/Action Items

- A. Adopt changes to BCHA deed covenant – David Patrie gave a synopsis of the proposed changes to the deed covenant and a short discussion about these changes ensued. Chase Hamilton moved to approve and adopt the proposed amendments to the BCHA “Deed Covenant Running with the Land.” Bonnie Moore seconded the motion. A vote was taken and the motion passed, unanimously.
- B. Discussion of Health Insurance Options – David Patrie explained the current situation with the BCHA’s current health coverage premiums increasing and proposed that the board give staff guidance as to how to proceed with renewing the current coverage, or letting staff go and get individual policies and reimburse the cost of premiums to each employee for finding their own plans. Board discussed the current plan’s cost and what it would entail to let employees find their own individual plans and then being reimbursed for the premiums from BCHA’s budget. Board agreed to let each employee look for an individual plan per their individual healthcare needs and to be apprised of what was available and if it would be economically prudent to cancel the current plan and adopt a policy to let employees get their own coverage and have their premiums reimbursed by BCHA.
- C. Update on KURA land trade & Zoning change application – David Patrie informed the board of events that had taken place since the last board meeting where this item was discussed, and that there will not be an application made in February. No action was needed or taken.
- D. Update from Compensation Policy Sub-committee, Rick Davis, was absent so no update was given from the sub-committee, and for now the current appraisal process will be used for upcoming employee performance appraisals.
- E. Discussion on holding regular meeting on Wednesday, 12/18 – a brief discussion regarding board members interested in having BCHA’s regular monthly meeting in December took place, a consensus was formed that the board preferred to cancel the meeting. Carter Ramsey moved to cancel the regular monthly board meeting scheduled to be held on December 18, 2013, Suzanne Miller seconded the motion. All board members voted in favor of cancelling the meeting. Motion passed at 6:23 p.m.

5. Commissioner Reports

- A. Sustain Blaine Report – Carter Ramsay stated there would be a retreat for Sustain Blaine on December 6, but nothing else to report at this time.
- B. Others – no other reports

6. Consent Agenda

- A. Approval of October 23, 2013 BCHA Regular Board Meeting Minutes
- B. Approval of October 23, 2013 Annual Board Meeting Minutes
- C. Approval of October 2013 Financial Reports
- D. October 2013 Executive Director’s Report & Program Administrator’s Report

Motion to approve the consent agenda, excluding the Treasurer’s Report as the Treasurer was absent for this meeting, was made by Carter Ramsey and seconded by Bonnie Moore, a vote was taken and the motion passed, unanimously at 6:27p.m.

7. Announcements – Calendar of Upcoming Meetings

- A. November 28-29, 2013, BCHA office closed for Thanksgiving Holiday
- ~~B. December 18, 2013 - BCHA Regular Board Meeting - Blaine County Annex~~ **cancelled**
- C. January 15, 2014 - BCHA Regular Board meeting – Ketchum City Hall
- D. February 19, 2014 - BCHA Regular Board Meeting – Blaine County Annex

8. Executive Session (if required) – Idaho Code 67-2345 (1) to discuss, (a) hiring, (b) personnel issues, (c) land acquisition, (d) records disclosure, (f) pending litigation, or (j) pending claims

No executive session.

9. Adjournment

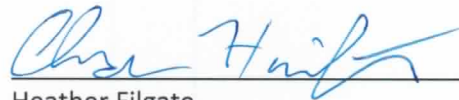
Motion to adjourn the meeting was made by Bonnie Moore and seconded by Suzanne Miller at 6:31p.m.

Respectfully Submitted by



Bobi Bellows
BCHA Program Administrator

Approved by



Heather Filgate
BCHA Chairwoman