

Blaine County Housing Authority

Public Meeting Minutes

Wednesday February 19, 2014

Blaine County Annex
219 1st Avenue South
Hailey, Idaho

Members Present:

Heather Filgate, *Chair*
Chase Hamilton, *Vice Chair*
Rick Davis
Linda Johnston
Suzanne Miller

Absent:

Carter Ramsay
Bonnie Moore

Staff:

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

1. Call to Order/Approval of Agenda

Heather Filgate called the Regular Monthly Meeting to order at 5:00 p.m. Heather Filgate stated there was a request to change the order of the discussion items, and that 5a) will fall below item 5c). Motion to approve agenda was made by Suzanne Miller and seconded by Rick Davis; motion to approve the agenda was approved at 5:03 p.m. unanimously.

2. Comments from the Public

No public was in attendance

3. ARCH Report - Michelle Griffith

Michelle Griffith explained that ARCH had applied and received a variance to move a different donated house to the lot on Alturas in the mid valley. The home has 3 bedrooms and 2 baths, plus a detached garage.

Michelle Griffith also updated the BCHA board on recent activities for the Quail Creek Townhomes development, bringing with her the floor and site plans for the project to show. She stated that BCHA applicants will have priority in the application process, and urged BCHA staff to time and date-stamp each pre-application as they are received. For generating an applicant list and monitoring inquiries about applying for the project, BCHA will receive a fee of \$5,000.00. Thus far the rents are expected to equal \$529 for the least expensive rent rate, and up to \$1,138 for the most expensive rent rate. The actual rent rates have not been set; these figures are just an estimate.

Discussion/Action Items

- A. Report from Dennis Brown, BCHA Financial Audit – Dennis Brown’s associate Brady Workman gave the BCHA board an overview of the audit document generated from conducting the bi-annual audit. Suzanne Miller asked about investing in the Idaho local government pool versus another kind of investment. Brady responded that other investments were “riskier” because they are not FDIC insured. The Board members explained to Brady the difference between Community Housing fees and County and City Support in order to clear up his confusion between the three different amounts.
- B. Sun Valley City Commissioner liaison report – Michelle Griffith stated that David Patrie will be presenting an updated report to the City council at their March meeting. Giving this report is a new service to the City of Sun Valley and part of the negotiated contract for services for 2014 from the Housing Authority. The Housing Authority has been asked to evaluate the housing needs in Sun Valley for city employees. The date of the meeting where BCHA will present this report is Thursday March 13, at 4 p.m. in the Sun Valley City Hall.
- C. Report from the Compensation Policy Committee – Rick Davis stated the Compensation Policy Committee has yet to meet and discuss BCHA’s compensation policy. David Patrie will send materials regarding salary ranges for hiring purposes, employee review forms, the salary grading range and bonus program so that the committee can meet on Thursday March 13th at 12 p.m. in the BCHA office to discuss.
- D. Report from the Real Estate Advisory Panel Committee – Linda Johnston reported that the consensus from the meeting held on Wednesday February 5th is that the panel felt it was not in BCHA’s best interest to have staff obtain a Real Estate license, that doing so would be too time consumptive and costly. The Board members further discussed this recommendation and asked the Real Estate advisory panel to reconsider their recommendation by further investigating the actual costs and time requirements for obtaining and maintaining a Real Estate license as well as other costs and time commitments involved for being licensed Realtors.
- E. Adopt BCHA 2014 Income Limits – David Patrie discussed with the board the 2014 Income Limits derived from HUD’s Area Median Income (AMI) numbers and proposed that the board adopt the BCHA Income Limits for 2014. The Board members discussed the difference between BCHA’s Income Limits and those of HUD’s. The Board adopted the income limits as presented and recommended that BCHA work toward replacing BCHA’s “Income Categories” with HUD’s “percent of AMI terminology.”

4. Commissioner Reports

- A. Sustain Blaine - Carter Ramsay – Absent. No report given.
- B. Others – Linda Johnston presented brochure copies of *The Windermere Report* to BCHA Board members, profiling residential real estate sales in the Wood River Valley for 2013.

5. Consent Agenda

- A. Approval of January 15, 2014 BCHA Regular Board Meeting Minutes
- B. Receive and file January 2014 Treasurer's and Financial Reports
- C. Receive and file January 2014 Executive Director's Report & Program Administrator's Report

Motion to approve the consent agenda, was made by Rick Davis and seconded by Chase Hamilton a vote was taken and the motion passed, unanimously at 6:54p.m.

6. Announcements – Calendar of Upcoming Meetings & Events

- A. ~~February 24, 2014~~, BCHA KCDC Rezone Application @ P&Z – Tentative – this announcement has been changed and will now happen in March, date TBD.
- B. ~~March 13, 2014, ARCH Quail Creek Application @ County P&Z~~ – this announcement will not be on the County agenda on this date.
- C. March 19, 2014, BCHA Regular Meeting - Ketchum City Hall
- D. April 16, 2014, Regular Meeting - Blaine County Annex
- E. May 21, 2014, BCHA Regular Meeting - Ketchum City Hall

7. 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

Motion to go into executive session was made by Rick Davis and seconded by Suzanne Miller at 6:59 p.m. Rick Davis recused himself from the executive session and left the meeting.

Roll Call Vote:	Yea	Nay
Heather Filgate	√	
Chase Hamilton	√	
Rick Davis	√	
Linda Johnston	√	
Suzanne Miller	√	

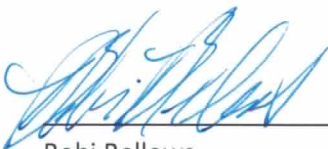
The Board ended its executive session at 7:03 p.m. and no decision was made.

8. Adjournment

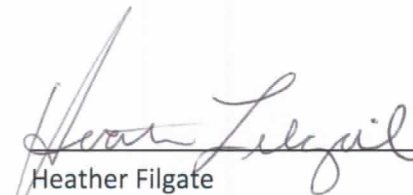
Motion to adjourn the meeting made by Suzanne Miler and seconded by Chase Hamilton at 7:04 p.m.

Respectfully Submitted by

Approved by



Bobi Bellows
BCHA Program Administrator



Heather Filgate
BCHA Chairwoman