

Blaine County Housing Authority

Regular Meeting Minutes

Wednesday May 17, 2017
Ketchum City Hall
480 East Avenue North
Ketchum, Idaho

Members Present:

Sabina Gilbert, *Chair*
Rick Davis, *Vice Chair*
Janine Bear
Gordon Barclay
Chase Hamilton
Suzanne Miller

Absent:

Erin Kelso

Staff:

Bobi Bellows, *Acting Director*
Emily Schow, *Administrative Assistant*

1. Call to Order and Roll Call

Sabina Gilbert called the Regular Monthly Meeting to order at 5:00 p.m. Roll call was taken by Emily Schow, Administrative Assistant. Sabina Gilbert, present; Rick Davis, present; Gordon Barclay, present; Janine Bear, present; Chase Hamilton, present; Erin Kelso, absent; Suzanne Miller, present.

2. Agenda Review - None

3. Comments from the Public - None

4. Comments from Liaisons from Elected Bodies

Michelle Griffith with the City of Sun Valley had nothing new to report. Michelle stated they are taking baby steps with the housing stipend that has been offered to city employees. They want to see how many employees apply for the stipend and how many the stipend will actually help. She also mentioned that the City owned Elkhorn Springs Condos are in the process of being auctioned for sale. To date they have received several sealed bids and once the auction price is met the condos will be sold. The funds from the sale of the condos will support the City's Housing Stipend Fund.

5. ARCH Community Housing Trust Report –

Michelle announced that all 4 units located at 6th & Oak are currently rented. ARCH broke ground this week on one (1) new single-family home, that will be located on N. Glenbrook Drive, in Hailey. This is a self-funded development by ARCH and will be similar to the Glenbrook homes located at 3831 & 3841. The intent is to use the new home as a rental opportunity and not for homeownership.

The Buttercup Road home has been re-roofed due to ice & snow dam damage from this Winter season. A new design and new material were used to prevent further damage. The exterior of the home will be repainted as soon as weather permits.

The proposed 8 units that being built on Shenandoah have been placed ahead of the projected two homes to be built on Buttercup Road. The Shenandoah units will consist of 2 buildings with 4 units in each. Individual units will be 3 bedrooms, 2 ½ baths, with garages on the back side. The intent is to have the units be for Income Category 2 households.

Janine Bear asked about the property next to the Thrift Store in Woodside. Michelle stated there is a couple challenging the decision of the Hailey City Council regarding re-zoning and the project will most likely not start construction this year. Michelle, stated that Becky Keefer of Keefer Park spoke in favor of the re-zone. The proposed units for this property will be 3 bedrooms, 2 ½ bath units with a garage.

Michelle also updated the BCHA board regarding the Blaine County Commissioners delaying a decision regarding a parcel in Gannett, in order for ARCH to come to the table with an offer, which could possibly make the parcel available for affordable housing.

6. Discussion/Action Items

A. Review and discussion of draft FY 2018 Budget and Capital Plan

Bobi Bellows, Acting Director/Program Director presented the proposed budget for 2018.

B. Discuss utilizing a facilitator for Strategic Direction Workshop

The pros and cons of having a Strategic Plan in place while trying to bring on a new Director was discussed. It was agreed that having some sort of plan would be helpful, however a new Director may not agree with the plan, therefore would change it.

7. Commissioner Reports

Executive Director candidate has withdrawn his/her application. Another candidate will meet with Suzanne Miller and Rick Davis on May 18th. Ron Harrison with Jivaro has no one else in the pipeline at this time. Possibility of offering a housing stipend or a housing/moving allowance was discussed. It was discovered in the employee handbook that there is no explanation of vacation or sick time, this will need to be negotiated with a new candidate.

8. Consent Agenda

A. Approval of January 25, 2017 BCHA Special Meeting Minutes

Rick Davis moved to remove minutes from the consent agenda. Janine Bear seconded. All in favor. Motion pass unanimously at 6:15pm. Sabina Gilbert moved to approve of meeting minutes as amended. Suzanne Miller seconded.

B. Receive and file April 2017 Treasurer's and Financial Reports.

Rick Davis moved to approve the April 2017 Treasurer's and Financial Report. Janine Bear seconded. All in favor, motion passed unanimously at 6:17 p.m.

9. Staff Reports

A. Receive and File February and March 2017 Acting Director's Report

Bobi Bellows, Acting Director stated briefly from the report that the number of hours staff is spending conducting housing counseling sessions is on the rise, and that it is consuming a lot more of staff's time each month.

10. Announcements – Calendar of Upcoming Meetings

- A. **June 5, 2017 - BCHA to present to City of Ketchum funding request -Ketchum City Hall, time TBD**
- B. **June 21, 2017 – BCHA Regular Board Meeting, Blaine County Annex, Hailey, 5 pm.**
- C. **July 19, 2017 – BCHA Regular Board Meeting, Ketchum City Hall, 5 pm.**
- D. **August 16, 2017 – BCHA Regular Board Meeting, Blaine County Annex, Hailey, 5 pm.**

Chase Hamilton announced he will not be present at the June Regular Meeting.

11. Executive Session (if required) – Idaho Code 74-206 (1) to discuss, (a) hiring, (b) personnel (c) acquiring interest in real property, (d) records disclosure, (f) pending litigation, or (i) pending claims

No executive session held.

12. Action Item - if needed - None

13. Adjournment

Rick Davis moved to adjourn the meeting and Chase Hamilton seconded, motion passed unanimously and the meeting adjourned at 6:39 p.m.

Respectfully Submitted by

Approved by



Emily Schow
BCHA Administrative Assistant



Sabina Gilbert
BCHA Chair