

# Blaine County Housing Authority Public Meeting Minutes

Wednesday September 21, 2016  
Ketchum City Hall  
480 East Avenue North  
Ketchum, Idaho

**Members Present:**

Sabina Gilbert, *Chair*  
Rick Davis, *Vice Chair*  
Gordon Barclay  
Chase Hamilton  
Erin Kelso

**Absent:**

Suzanne Miller  
Janine Bear

**Staff:**

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

**1. Call to Order/Comments from the Chair & Comments from the Commissioners**

Sabina Gilbert called the Regular Monthly Meeting to order at 5:00 p.m. Roll call was taken by Bobi Bellows, Program Director.

**2. Comments from the Public**

Kiki Tidwell, Blaine County resident made several comments and directed questions to the BCHA board and staff. Sabina Gilbert thanked her for her comments and asked Kiki Tidwell to submit her questions in writing to BCHA staff.

**3. Comments from Liaisons from Elected Bodies**

Larry Schoen, Blaine County Commissioner, acknowledged Ms. Tidwell's comments and stated that Ms. Tidwell deserves answers to her questions. He advised the BCHA board Ms. Tidwell has requested that the Blaine County Commissioners not fund BCHA and that her request would be taken very seriously. Finally, Commissioner Schoen acknowledged a long history with Ms. Tidwell and commented on her tenacity.

**4. ARCH Community Housing Trust Report – Michelle Griffith**

Michelle Griffith stated there was no new information to report at this time, and that currently everything is on schedule.

**5. Discussion/Action Items**

A. Ratification of Letter to Ketchum P&Z regarding Lift Tower Lodge CUP

Rick Davis moved that the BCHA Board of Commissioners ratify and adopt the letter from the Commissioners Gilbert, Kelso and Hamilton dated 9/13/2016 to the Ketchum P&Z regarding the Conditional Use Permit (CUP) review. Gordon Barclay seconded the motion. No further discussion. The motion passed unanimously in favor of ratifying and adopting the letter from the Commissioners Gilbert, Kelso and Hamilton dated 9/13/2016 to the Ketchum P&Z regarding the Conditional Use Permit (CUP) review at 5:21 p.m.

B. Review and approval of City of Hailey Contract for Service

Erin Kelso moved that the BCHA Board of Commissioners approve the FY 2017 contract for service with the City of Hailey as presented and to authorize the Executive Director to execute the contract. Chase Hamilton seconded the motion. No further discussion. The motion passed unanimously in favor of approving the FY 2017 contract for service with the City of Hailey as presented authorizing the Executive Director to execute the contract at 5:24 p.m.

C. Review and approval of City of Sun Valley Contract for Service

Gordon Barclay moved that the BCHA Board of Commissioners approve the FY 2017 contract for service with the City of Sun Valley as presented and to authorize the Executive Director to execute the contract. Chase Hamilton seconded the motion. No further discussion. The motion passed unanimously in favor of approving the FY 2017 contract for service with the City of Sun Valley as presented authorizing the Executive Director to execute the contract at 5:26 p.m.

D. Review and approval of City of Ketchum Contract for Service

The BCHA Board of Commissioners discussed changes to the City of Ketchum's contract for service. Sabina Gilbert asked about returning to the City of Ketchum a "boiler plate" scope of services the BCHA provides rather than agreeing to the scope of services presented with the contract for services. She further suggested that David Patrie, BCHA Executive Director present to the City of Ketchum the substance of the BCHA board's discussion. David Patrie recommended using the current Blaine County contract and scope of services.

The chair recognized Blaine County Commissioner Schoen who commented that this discussion bothered him as a major funding partner. He did not feel it is appropriate to provide different services to different entities. He further commented that the County does not feel the need to micro manage BCHA's services. City of Ketchum Councilman and BCHA liaison commented that the City Council had not seen the proposed changes in the contract for service presented to BCHA.

The Commissioners agreed they want to move toward a uniform contract and scope of with all of the jurisdictions we serve with a special services section if necessary. However, they agreed that it is too late in the process to do that this year. The Commissioners then went through each proposed change in the scope of services item by item. Amendments by the Commissioners:

- Removal of the underlined text in 3<sup>rd</sup> bullet under the housing heading,
- Removal of the 4<sup>th</sup> bullet under the housing heading,
- Removing "sell, modify an agreement, or" from the 5<sup>th</sup> bullet under the housing heading,
- Removal of the 7<sup>th</sup> bullet under the outreach and communications heading,
- Reword the 3<sup>rd</sup> bullet under the administration heading to read "Provide information regarding local housing needs based on demographic trends and statistical analysis of current conditions with input from local employers."

Rick Davis moved that the BCHA Board of Commissioners approve the FY 2017 contract for service with the City of Ketchum as discussed and amended and authorizing the Executive Director to execute the contract. Sabina Gilbert requested an amendment to the motion that the Executive Director not execute the contract until approved by the City of Ketchum. The maker of the motion agreed to the proposed amendment to the motion. Gordon Barclay seconded the amended motion. There was no further discussion. The motion passed unanimously at 6:38 p.m.

E. Review and approval of BCHA FY 2017 budget and capital plan

David Patrie informed the board of a few minor adjustments since the board's review at the August meeting. Rick Davis moved to approve the BCHA FY 2017 budget and capital plan as presented. Erin Kelso seconded the

motion. No further discussion. The motion passed unanimously in favor of approving the BCHA FY 2017 budget and capital plan as presented at 6:40 p.m.

## 6. Commissioner Reports

None

## 7. Consent Agenda

- A. Approval of August 17, 2016 BCHA Regular Board Meeting Minutes
- B. Receive and file August 2016 Treasurer and Financial Reports

Commissioner Davis requested item 7A to be removed from the consent agenda and Chair Gilbert granted the request. Chase Hamilton moved to approve the consent agenda with 7A removed and Rick Davis seconded the motion. There was no additional discussion. Motion passed unanimously. Chase Hamilton moved to approve Item 7A, minutes of the August 17, 2016 meeting. Gordon Barclay seconded the motion. There was no additional discussion. The motion passed unanimously with Rick Davis and Erin Kelso abstaining at 6:43 p.m.

## 8. Staff Reports

- A. Receive and File August 2016 Executive Director's Report
- B. Receive and File August 2016 Program Director's Report

Nothing presented by staff.

## 9. Announcements – Calendar of Upcoming Meetings

- A. September 26, 2016 – Lift Tower Lodge CUP review, Ketchum City Hall, 5:30 pm
- B. October 6, 2016 – 5<sup>th</sup> Annual SVED Economic Summit, Limelight Room, Sun Valley, ID
- C. October 19, 2016 – BCHA Regular Meeting & Annual Meeting, Blaine County Annex, 5 p.m.

No discussion

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

Rick Davis moved to enter into Executive Session per Idaho Code 74-206 (1) to discuss (c) acquiring interest in real property and (f) pending litigation. Chase Hamilton seconded the motion. Roll call vote was taken, Sabina Gilbert, yay, Gordon Barclay, yay, Chase Hamilton, yay, Rick Davis, yay, Erin Kelso, yay. The board entered into Executive Session at 6:44 pm. Chase Hamilton moved to exit Executive Session. Rick Davis seconded the motion. Vote was taken, motion passed unanimously. The board exited Executive Session at 7:11 p.m.

## 11. Action Item – Authorization for Executive Director to execute purchase and sale agreement and sign documents to acquire property as discussed in Executive Session.

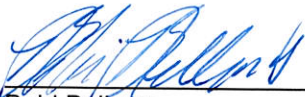
As discussed in Executive Session, Rick Davis moved to adopt Resolution No. 2016-06 authorizing the Executive Director to execute a Purchase & Sale Agreement not to exceed \$148,000.00. Chase Hamilton seconded the motion. No further discussion. Vote was taken. Motion to adopt Resolution No. 2016-06 authorizing the Executive Director to execute a Purchase & Sale Agreement not to exceed \$148,000.00 passed unanimously at 7:12 p.m.

## 12. Adjournment

Sabina Gilbert adjourned the meet at 7:12 p.m.

Respectfully Submitted by

Approved by



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Bobi Bellows  
BCHA Program Director



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Sabina Gilbert  
BCHA Chairwoman