



**BLAINE COUNTY HOUSING AUTHORITY**

Meeting Minutes

Wednesday, October 16, 2024, 12:00 PM

191 5<sup>th</sup> St W. Ketchum, Idaho 83340

---

**CALL TO ORDER:** *(00:00:10 in video)*

Keith Perry called the meeting to order.

**ROLL CALL:**

Keith Perry – Board Chair *(via teleconference)*

Sarah Seppa – Board Member *(via teleconference)*

Nancy Mendelsohn – Board Member

Ana Torres – Board Member *(joined via teleconference 00:06:46 in video)*

**Absent:**

Mason Frederickson – Treasurer

Jennifer Rangel – Board Member

**ALSO PRESENT:**

Carissa Connelly – Ketchum Housing Director/BCHA ED

Frances Solano – BCHA Program Administrator

Liz Vargas – BCHA Program Administrator

Bri Zack – BCHA Operations and Application Contractor

Rian Rooney – Housing Fellow *(via teleconference)*

Trent Donat – Ketchum City Clerk and Business Manager

Jessica Obenauf – BCHA Bellevue Liaison

**PUBLIC COMMENT:**

Jack Bariteau *(00:00:38 in video)*

***Comments, Questions and Comments by Board Members and Jack Bariteau. (00:05:58 in video)***

**COMMUNICATION FROM BCHA BOARD:**

Sarah Seppa *(00:11:48 in video)*

**COMMUNICATIONS FROM BCHA LIAISONS:**

Jessica Obenauf *(00:12:39 in video)*

Rian Rooney Responded *(00:14:01 in video)*

Keith Perry Responded *(00:14:49 in video)*

**COMMUNICATION FROM STAFF:**

***Comments Questions and Discussion (00:15:24 in video)***

**CONSENT AGENDA:** *(00:18:01 in video)*

Nancy Mendelson wanted financials pulled from consent agenda items now and going forward. *(00:18:09 in video)*

***Comments, Questions and Discussion regarding the financials, items # 4 and 5. (00:20:15 in video)***

Nancy Mendelson pulled item #9 BCHA Termination Policy for discussion. *(00:29:15 in video)*

***Comments, Questions and Discussion regarding BCHA Termination Policy. (00:30:27 in video)***



**BLAINE COUNTY HOUSING AUTHORITY**

Meeting Minutes

Wednesday, October 16, 2024, 12:00 PM

191 5<sup>th</sup> St W. Ketchum, Idaho 83340

Nancy Mendelson commented on how the minutes were kept and mentioned wanting more detail in the minutes.  
(00:40:29 in video)

**Comments and discussion by board members and staff, regarding how the minutes should be kept. (00:41:10 in video)**

**Motion to approve all the action items listed in the consent agenda for today's meeting, items #4 - #9.**

(00:47:02 in video)

**MOVER:** Nancy Mendelsohn

**SECONDER:** Sarah Seppa

**AYES:** Nancy Mendelsohn, Sarah Seppa, Keith Perry, Ana Torres

**RESULT: ADOPTED**

**NEW BUSINESS:**

**10. Mission Moment**

Presented by: Liz Vargas (00:47:39 in video)

**11. Featured Staff Member Liz Vargas.**

Comments made by: Francis Solano (00:49:31 in video)

Bri Zak (00:49:53 in video)

Rian Rooney (00:50:27 in video)

Carissa Connelly (00:51:19 in video)

Liz Vargas (00:52:02 in video)

**Comments, questions, and discussion by board members and staff. (00:53:09 in video)**

**12. Board Member Mason Frederickson's resignation.**

Introduced by: Keith Perry (00:54:21 in video)

**Motion to accept Mason Frederickson's resignation. (00:55:29 in video)**

**MOVER:** Sarah Seppa

**SECONDER:** Ana Torres

**AYES:** Nancy Mendelsohn, Sarah Seppa, Keith Perry, Ana Torres

**RESULT: ADOPTED**

**13. Recommendation to appoint Board Member Nancy Mendelsohn as Treasurer.**

**Motion to appoint Nancy Mendelsohn as Mason Frederickson's replacement. (00:56:32 in video)**

**MOVER:** Sarah Seppa

**SECONDER:** Keith Perry

**AYES:** Sarah Seppa, Keith Perry, Ana Torres

**RECUSED:** Nancy Mendelsohn

**RESULT: ADOPTED**

**14. Recommendation to adopt new Action Plan for FY25.**

Introduced by: Keith Perry (00:57:42 in video)

**Motion to adopt the new Action Plan for FY25. (00:59 :50 in video)**

**MOVER:** Nancy Mendelsohn

**SECONDER:** Keith Perry

**AYES:** Nancy Mendelsohn, Sarah Seppa, Keith Perry, Ana Torres

**RESULT: ADOPTED**



**BLAINE COUNTY HOUSING AUTHORITY**

Meeting Minutes

Wednesday, October 16, 2024, 12:00 PM

191 5<sup>th</sup> St W. Ketchum, Idaho 83340

**15. Recommendation to adopt FY25 budget.**

**Motion to adopt the Fiscal Year 25 Budget.** *(01:00:14 in video)*

**MOVER:** Ana Torres

**SECONDER:** Sarah Seppa

**AYES:** Nancy Mendelsohn, Sarah Seppa, Keith Perry, Ana Torres

**RESULT: ADOPTED**

- Keith Perry asked the Board about having the meetings at 11:00am, and alternating Ketchum and Hailey. *(01:01:52 video)*
- Sara Seppa confirmed every 3<sup>rd</sup> Wednesday at 11:00am alternating locations but informed the board of a conflict in November. *(01:02:44 in video)*
- Nancy Mendelsohn asked for November's meeting to be moved up a week. *(01:03:34 in video)*

**Discussion by board members regarding November's meeting; they agreed to move November's meeting to the 13<sup>th</sup> at 12:00 PM. Going forward would continue to meet the 3<sup>rd</sup> Wednesday of every month at 11:00 AM.** *(01:03:47 in video)*

**16. Recommendation to deny Exception Requests from Community Homeowners.**

Presented by: Carissa Connelly *(01:06:47 in video)*

- Sarah Seppa asked for clarification of the request. *(01:12:10 in video)*

**Comments, questions, and discussion by board members.** *(throughout presentation)*

**Motion to deny Exception Requests for the income designation.** *(01:19:04 in video)*

**MOVER:** Keith Perry

**SECONDER:** Sarah Seppa

**AYES:** Sarah Seppa, Keith Perry, Ana Torres

**RECUSED:** Nancy Mendelsohn

**RESULT: ADOPTED**

The presentation continued covering the rent and occupancy, for the Exception Request. *(01:19:52 in video)*

**Comments and questions by board members and staff.** *(throughout presentation)*

**Comments, questions and discussion by board members and staff after presentation.** *(01:31:42 in video)*

**Motion to deny Exception Requests to occupancy standards.** *(01:43:30 in video)*

**MOVER:** Ana Torres

**SECONDER:** Keith Perry

**AYES:** Sarah Seppa, Keith Perry, Ana Torres

**RECUSED:** Nancy Mendelsohn

**RESULT: ADOPTED**

**Comments, questions and discussion continued.** *(01:43:47 in video)*

The board agreed to reach out to the applicant regarding a rental exception, and to table this item and revisit the exception request after hearing from the applicant.



**BLAINE COUNTY HOUSING AUTHORITY**

Meeting Minutes

Wednesday, October 16, 2024, 12:00 PM

191 5<sup>th</sup> St W. Ketchum, Idaho 83340

**Motion to adjourn.** (02:31:45 in video)


**MOVER:** Sarah Seppa

**SECONDER:** Keith Perry


**AYES:** Nancy Mendelsohn, Sarah Seppa, Jennifer Rangel, Keith Perry, Ana Torres

**RESULT: ADOPTED**

Respectfully submitted by:

DocuSigned by:  
  
A93A11BC6D23474...  
Carissa Connelly  
Housing Director

Approved by:

Signed by:  
  
3A857AC81513481...  
Keith Perry  
BCHA Chair