

# Blaine County Housing Authority

## Public Meeting Minutes

Wednesday November 18, 2015

Ketchum City Hall  
480 East Avenue North  
Ketchum, Idaho

### Members Present:

Sabina Gilbert, *Chair*  
Gordon Barclay  
Chase Hamilton  
Erin Kelso  
Janine Bear

### Absent:

Suzanne Miller, *Treasurer*  
Rick Davis, *Vice Chair*

### Staff:

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

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

Sabina Gilbert called the Regular Monthly Meeting to order at 5:03 p.m.

### 2. Comments from the Public

No public present.

### 3. Comments from Liaisons from Elected Bodies

Jim Slanetz, Ketchum city council member gave an update on the Thunder Spring development and their past obligations to provide workforce/employee housing. The developer will pay the city a total of \$773,800 for outstanding obligations of 4,800 square feet of employee housing and 5,000 square feet of non-profit office space.

Michelle Griffith, Sun Valley city council member is looking forward to addressing housing issues in Sun Valley in the new year.

### 4. ARCH Community Housing Trust Report

Michelle Griffith updated the board on the three (3) homes under construction in Hailey on Glenbrook drive. All three are under contract and ARCH has applied for more funding to secure the two (2) adjacent lots and build two more homes on those lots in the spring. Michelle also notified the board of ARCH's intent to subdivide the lot located at 6<sup>th</sup> and Oak in Bellevue and desire to build four (4) housing units on the lots. Michelle also updated the BCHA Board on the development at 3706 Buttercup Road. Details of that update are recorded in section 5.B. of these minutes.

### 5. Discussion/Action Items

- A. Approve ground lease to ARCH for 3706 Buttercup Road – David Patrie gave the board a brief explanation of the lease template and noted a few changes and corrections discussed with Commissioner Barclay prior to the meeting. The board discussed the commencement date listed within the lease. Gordon Barclay felt the commencement date should be when ARCH began construction on the property. The Board did not reach consensus on whether the commencement date of this lease should be the date of execution or the date ARCH began construction. Sabina

Gilbert suggested the effective date should be the date construction began. Chase Hamilton moved to approve the ground lease detailing the terms in which ARCH Community Housing Trust will develop workforce housing on Parcel B of the Valley Club West Nine PUD (3706 Buttercup Road) and to authorize the Executive Director to sign and execute said lease incorporating the changes detailed in the Executive Director's introduction and subject to seeking legal counsel regarding the commencement date of the lease and reporting back to the Executive Committee before proceeding with signing the agreement. Erin Kelso seconded the motion. Motion passed unanimously.

- B. Update on 3707 Buttercup Road construction – Michelle Griffith told the Board that she was meeting with the homeowners across HWY 75 from the project this evening to try alleviate their concerns regarding visual impacts and the landscaping on the property. Michelle then showed the board a site plan, plans detailing the portion of the project that is existing construction (moved home) and where there will be new construction. The existing structure contains the master bedroom, kitchen and living areas. The new construction will add another bedroom, a mud room, laundry room and a generous garage. She also showed several different elevations of the home. Finally, David Patrie advised the Board that he had been in contact with the Valley Club HOA President, The Valley Club General Manager and the Valley Club HOA property manager to update them on the construction progress. No actions taken.
- C. Adoption of Parcel Transfer Resolution 2015-04 – David Patrie gave the board some background information about the resolution. Chase Hamilton moved to adopt Resolution 2015-04 accepting transfer of Parcels B & C, Valley Club West Nine PUD from Blaine County. Gordon Barclay seconded. No further discussion. Vote was taken and the motion to adopt Resolution 2015-04 accepting transfer of Parcels B & C, Valley Club West Nine PUD from Blaine County passed unanimously at 5:52 p.m.
- D. Discuss date and agenda for Strategic Planning Workshop – David Patrie explained the need for the workshop and proposed a schedule and agenda. The Board discussed possible dates for the Strategic Planning Workshop. January 16<sup>th</sup>, 2016 was determined to be available for the majority of the Board members. Sabina Gilbert instructed David Patrie to check with the absent Board members and see if that date would work for them as well. No actions taken.

## 6. Commissioner Reports

None

## 7. Consent Agenda

- A. Approval of October 20, 2015 BCHA Regular Board Meeting Minutes
- B. Approval of October 20, 2015 Annual Board Meeting Minutes
- C. Receive and File October 2015 Treasurer's and Financial Reports

Motion to approve the consent agenda was made by Chase Hamilton and seconded by Gordon Barclay, a vote was taken, Janine Bear abstained from voting, the remaining Board members voted unanimously to approve the consent agenda and the motion passes, at 6:03 p.m.

## 8. Staff Reports

Bobi Bellows informed the board of one addition to her staff report; Elkhorn Springs condo for sale now under contract and set to close on December 31, 2015. David Patrie informed the board of the progress on the sale of the 521 River Street 4-plex and of Sheila Moriarty's return to BCHA as part-time staff.

## 9. Announcements – Calendar of Upcoming Meetings

- A. November 26-27, 2015, BCHA office closed for Thanksgiving Holiday
- B. December 3, 2015 – Sun Valley City Council, Property Management proposal
- C. December 16, 2015 - BCHA Regular Board meeting – Blaine County Annex

D. December 24, 2015 - BCHA floating holiday, office closed

The board briefly discussed the calendar of upcoming meetings. Janine Bear moved to cancel the December 16, 2015 BCHA Regular Board meeting, Chase Hamilton seconded. The board voted and the motion to cancel the December 16, 2015 Regular Board meeting passed unanimously at 6:22 p.m.

**10. 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~~**

Chase Hamilton moved to enter into Executive Session, Janine Bear seconded. A vote was taken; Erin Kelso, Yes, Chase Hamilton, Yes, Sabina Gilbert, Yes, Gordon Barclay, Yes, Janine Bear, Yes. The Board entered into Executive Session at 6:25 p.m. and exited Executive Session at 6:35 p.m.

**11. Adjournment**

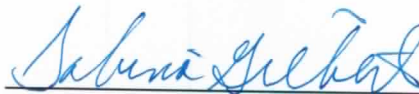
Motion to adjourn the meeting was made by Chase Hamilton and seconded by Gordon Barclay at 6:36 p.m.

Respectfully Submitted by

Approved by



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Bobi Bellows  
BCHA Program Administrator



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Sabina Gilbert  
BCHA Chairwoman