

Blaine County Housing Authority

Public Meeting Minutes

Wednesday July 20, 2016

Ketchum City Hall
480 East Avenue North
Ketchum, Idaho

Members Present:

Sabina Gilbert, *Chair*
Gordon Barclay
Chase Hamilton
Erin Kelso
Suzanne Miller

Absent:

Janine Bear
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 5:07 p.m. Roll call was taken by Bobi Bellows, Program Director.

2. Comments from the Public

None

3. Comments from Liaisons from Elected Bodies

Michelle Griffith, City of Sun Valley Commissioner updated BCHA's board on the City of Sun Valley's budget for the next fiscal year. She informed the BCHA board that the City had earmarked \$15,000 for BCHA. David Patrie mentioned that he had spoken to the Mayor and thought the amount was \$18,000. David Patrie is working with Jae Hill, the City's Community Development Director.

4. ARCH Community Housing Trust Report – Michelle Griffith

Michelle gave a brief update of the home on Buttercup Road presently for sale. New contract signed and the appraisal has been ordered. There are a few items needing fixed, and an easement adopted for the bike path running through the lot.

She talked about 4 other projects in the works that will be future rental units:

- Glenbrook Homes – 2 units – Certificate of Occupancy should be obtained mid-August and tenant in place on September 1st.
- 6th & Oak Street – 4 units – Certificate of Occupancy expected mid-December, begin renting on January 1st.
- 3702 Buttercup Townhomes – 2 units – BCHA owns the land and ARCH is expecting to close on funding soon.
- 3920 Woodside Boulevard – 4 units – BCHA and ARCH agreed to call the development "Mountain Meadow Homes," ARCH is presently seeking funding for this project. The initial application was submitted to IHFA today and a full application will be submitted later. The City of Hailey owns the parcel and ARCH is waiting for the City to get approval to re-zone the parcel to allow for the development. Construction is planned to begin in March or April of 2017.

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5. Discussion/Action Items

- A. BCHA paid intern job description approval – David Patrie gave a brief explanation of the job description. Gordon Barclay commented about “website construction” as a needed skill and if interns would have that skill. Suzanne Miller moved to approve the BCHA paid intern job description and Erin Kelso seconded the motion. No further discussion. The motion passed unanimously.
- B. BCHA Strategic Direction Update Workshop - Commissioners and staff discussed the update of BCHA's 5-year Strategic Direction from 5:36 p.m. to 6:41 p.m. Discussion centered around recent edits to Goals I, II, III & IV in the 2011- 2016 Strategic Direction.

6. Commissioner Reports

None

7. Consent Agenda

- A. Approval of June 15, 2016 BCHA Regular Board Meeting Minutes
- B. Receive and file June 2016 Treasurer and Financial Reports

Motion to approve the consent agenda made by Suzanne Miller and seconded by Erin Kelso. Gordon Barclay abstained. Motion passed unanimously

8. Staff Reports

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

9. Announcements – Calendar of Upcoming Meetings

- A. August 17, 2016 – Regular BCHA Board Meeting, Blaine County Annex, 5pm
- B. September 26 – 30 – Grounded Solutions Conference, Park City, UT
- C. October 5, 2016 – 5th Annual SVED Economic Summit, Limelight Room, Sun Valley, ID

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–

Erin Kelso moved to enter into executive session pursuant to Idaho Code 67-2345 (c) to discuss acquiring interest in real property. Chase Hamilton seconded the motion. Roll call vote: Chase Hamilton, yes; Erin Kelso, yes; Sabina Gilbert, yes; Suzanne Miller, yes; Gordon Barclay, yes.

Chase Hamilton moved to end Executive Session. Gordon Barclay seconded. Roll call vote: Chase Hamilton, yes; Erin Kelso, yes; Sabina Gilbert, yes; Gordon Barclay, yes.

No decision was made in Executive Session.

11. Adjournment

Chase Hamilton moved to adjourn the meeting and Erin Kelso seconded, motion passed unanimously and the meeting adjourned at 6:44 p.m.

Respectfully Submitted by

Approved by



Bobi Bellows
BCHA Program Director



Sabina Gilbert
BCHA Chairwoman