



Blaine County Housing Authority
Special Meeting
Wednesday, October 11, 2023, 12:00 PM
191 5th St. West, Ketchum, Idaho 83340

MEETING MINUTES

PUBLIC PARTICIPATION INFORMATION

Public information on this meeting is posted outside City Hall.

We welcome you to watch Board Meetings via live stream.

You will find this option on our website at www.ketchumidaho.org/meetings.

If you would like to comment on a public hearing agenda item, please select the best option for your participation:

- Join us via Zoom (please mute your device until called upon)
Join the Webinar: <https://ketchumidaho-org.zoom.us/j/87532323834>
Webinar ID:875 3232 3834
- Address the Board in person at Ketchum City Hall, Community Meeting Room.
- Submit your comments in writing at info@bcoha.org (by 8 am the day of the meeting)

This agenda is subject to revisions. All revisions will be underlined.

CALL TO ORDER: By Board Chairman Keith Perry (00:00:39 in video)

ROLL CALL: Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items. (00:00:47 in video)

Keith Perry – Board Chair
Nate Hart – Vice Chair
Mason Frederickson – Treasurer
Jenni Rangle – Board Member
Sarah Seppa – Board Member
Carissa Connelly – Housing Director
Muffy Davis – Liaison
Jane Conrad – Liaison

COMMUNICATIONS FROM BLAINE COUNTY HOUSING AUTHORITY BOARD: Communications from the Board of Directors (00:01:05 in video)

1. Public comments submitted.

_P. Boyle comment: BCHA has new Zoom account to negate meeting interruptions.

_Ana Torres: new board member, outreach to other jurisdictions for BCHA help. Bellevue City Council Meeting to discuss appointing A. Torres to the Board.

_Connelly and Noble: working on the PRO Grant, recognition of the hard work and expertise on the project.

COMMUNICATIONS FROM THE LIASONS: Updates from the Liaisons on their jurisdictions (00:05:11 in video)

_Muffy Davis: Nothing new to add. Board composition, county should be proactive, Muffy willing to help facilitate. Ask Jane to help with SV.

CONSENT AGENDA:

ALL ACTION ITEMS - The Board is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately. (00:07:10 in video)

_Pulled item #6 for discussion.

2. Recommendation to approve minutes for September 20, 2023 - City Clerk Trent Donat

3. Recommendation to approve minutes for October 6, 2023 - City Clerk Trent Donat

4. Recommendation to approve Treasurer's report and financials for September 2023 –Treasurer Shellie Gallagher

5. Recommendation to Approve Amendment to Housing Navigation contract – Housing Director Carissa Connelly

6. Recommendation to Approve Updated Community Housing Guidelines – Housing Director Carissa Connelly (00:08:30 in video)

Highlighting a red lined not included: Section 2.A.2: Guidelines from 6/16/23, recommendation to state own instead of acquire new. Aim of the program is not available for those with assets enough to own. Recommendation that at qualification not to own or acquire. Exception requests would be brought to the board.

7. Recommendation to Approve Master Lease with High Country Motel – Carissa Connelly

Motion to approve items # 1-5 and #7 (00:10:29 in video)

Mover: Mason

Second: Jenni

Ayes: All in favor

UNANIMOUS

Motion to approve items # 6 (00:13:03 in video)

Mover: Keith

Second: Jenni

Ayes: All in favor

UNANIMOUS

PUBLIC HEARING:

NEW BUSINESS:

8. Introduction to new Program Administrator and staffing update – Housing Director Carissa Connelly (00:13:30 in video)
_Expressed gratitude to Francis Solano for accepting the position and hitting the ground running.
_Housing Stability Manager: candidate has been identified, will update with more information.
9. Update on banking and finance transition – Board Treasurer Mason Frederickson (00:16:47 in video)
_US Bank: Update signers for admin access, issue credit cards, resolution needed for the back: Keith, Mason, and an additional board member, suggest for Carissa to be a signer, Carissa stated it would be helpful. Additionally, COK Finance has recommended to have separate finance services.

Motion to approve Keith, Mason and Carissa as signers (00:21:20 in video)

Mover: Keith

Second: Nate

Ayes: All in favor

UNANIMOUS

10. Discussion to form subcommittee to review Master Lease of Silvercreek Living – Housing Director Carissa Connelly (00:24:57 in video)
_Carissa Connelly asked to review concepts for a potential lease. Arrangement of Board members for the subcommittee: Jenni Rangle
Special Meeting to be held for this item.

EXECUTIVE SESSION:

11. per Idaho Code 74-206(1)(f) Communicate with legal counsel regarding controversy with imminent potential for litigation.
Not held.

ADJOURNMENT:

Motion to adjourn (00:30:54 in video)

Mover: Keith

Second: Jenni

Ayes: All in favor

UNANIMOUS

