

Jackson/Teton County Housing Authority  
Regular Meeting Minutes  
January 2, 2019  
Teton County Old Library

The regular meeting of the Jackson/Teton County Housing Authority Board was called to Order on January 2nd at 2:00 p.m. in the Conference Room of the Teton County Old Library building at 320 S. King Street, Jackson, Wyoming. Attendees were Matt Faupel, Danielle Goldyn-Haigh, Amy Robinson, Keith Gingery, April Norton, Julia Johari, and members of the community.

**Pronouncement of Quorum**

Board Chair, Matt Faupel and Clerk, Danielle Goldyn-Haigh, and Vice Chair, Amy Robinson were present. Housing Authority Board Chair, Matt Faupel declared a quorum. A change to the agenda was requested moving item 4 – Executive Session to Discuss Real Estate until after item 13 – Melody Ranch Townhome Discussion. A decision was made to approve this request.

**Public Comment**

Amy Robinson read a letter from a select group of Melody Ranch Townhome owners regarding taking core samples of their roofs. A decision was made to discuss this item during the Melody Ranch Townhome Discussion.

**Approval of Minutes for November 7, 2018**

Amy Robinson moved, and Matt Faupel seconded for approval of the minutes. The motion passed unanimously.

**Review of November Financials & Staff Update:**

Grove budgetary concerns were discussed. A decision was made to discuss this further during the February or March HAB meeting. No action was taken.

**Grove Phase 1 Budget Update**

No further discussion occurred regarding the Grove Phase 1 Budget Update.

**260 W Broadway Ste A and Ste D Lease Renewal**

It was stated that the lease with the Chamber of Commerce for 260 W Broadway Ste A and Ste D expires on April 30, 2019, and that the lease agreement terms for renewal have been revised. Amy Robinson moved to approve the lease renewal with the Chamber of Commerce for an additional five years and approve the lease as presented. The motion passed unanimously.

**Grove Phase 1 Former Tenants: No response to invoice**

A discussion occurred regarding former tenants of Grove Phase 1 who broke their lease. Staff asked for direction on how to move forward collecting these funds. The County Attorney recommended sending a debt collection letter. It was recommended to follow-up with this discussion in 30 days. No action was taken.

#### 4307 S. Sage Meadows Road – Purchase of sunset clause

The homeowner of 4307 Sage Meadows Drive has indicated that she is willing to sell her unit to the Housing Authority for a reduced price. Staff recommended purchasing the home for an amount not to exceed \$600,000, replace the current restriction with a Workforce Ownership restriction, and to sell the qualified household for \$150,000 less than the purchase price. A discussion took place regarding the terms of this proposed sale, including money that would be saved by the seller from the absence of brokerage fees. Amy Robinson moved to recommend the purchase of 4307 S. Sage Meadows Road for an amount not to exceed \$575,000. Subsequent to that purchase, she recommended that the Housing Department record a Workforce Ownership restriction on the unit and sell to a qualified household. The motion was unanimously approved.

#### Redmond Street Rentals Ground Lease Addendum

On December 20, 2018, the Town Council and Board of County Commissioners directed and authorized the Jackson/Teton County Housing Authority Board to sign an Addendum to the ground leases for Redmond Street Rentals. The Addendum serves to memorialize the current Project Percentages for each of the three project partners and to clarify how surpluses, deficits, and future contributions to the Project Percentages will be handled. A discussion took place regarding the proposed addendum. Danielle Goldyn-Haigh moved to approve the Addendum to the Ground Lease for Redmond Street Rentals. Amy Robinson Seconded the motion. The motion was unanimously approved.

#### Healing Waters Update

On December 21, 2018 Healing Waters signed the 2<sup>nd</sup> amendment to their lease making a flat rate of \$304 for electricity and water, which is an average of the last year's bills. They also paid their outstanding balance of \$195.41. A short discussion took place. No further action was taken.

#### Melody Ranch Townhome Discussion

Several Melody Ranch Townhomes have faulty structural issues due to poor construction. Costs to fix the structural damage of these homes is projected to be above the collateral value of the homes, and therefore not financeable. The HOA approached the Housing Authority for help because 8 of the units are deed restricted. There will be an impact on the Housing Authority due to the projection of these units falling into disrepair, or due to homeowners not being able to cover all costs, thus defaulting on their Qualified Mortgages. Staff and the HOA asked for recommendations from the Board to present to the elected officials for help with this issue. A 1.5-hour discussion occurred. The HOA agreed to survey the homeowners to get more information from them. The Board agreed upon several options to present to the elected officials. No further action was taken.

#### Executive Session to Discuss Real Estate

A discussion occurred regarding Housing Authority Real Estate. No action was taken.

#### Matters from Staff

Nothing

#### Matters from Board

Nothing

Adjourn

Matt Faupel moved to adjourn the meeting at 4:20pm. Danielle Goldyn-Haigh seconded. The motion passed unanimously.

Respectfully Submitted:

Danielle Goldyn-Haigh, Clerk

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Approved by the Board of Housing Authority Commissioners as evidenced by their signatures below:

Matt Faupel  
Chair

Date 4/3/19

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Amy Robinson  
Vice Chair

Date 4-3-19

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Danielle Goldyn-Haigh  
Clerk

Date \_\_\_\_\_

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