

Jackson/Teton County Housing Authority
Regular Meeting
January 4, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on January 4, 2023, at 2:02 P.M via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, Keith Gingery (Chief Deputy County Attorney), April Norton (Housing Director) and Stacy Stoker (Housing Manager).

2.-Pronouncement of Quorum

All three board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Approval of Meeting Minutes

Estela Torres requested a change to the minutes and then made motion to approve the minutes for December 7, 2022, Regular Meeting with the change as noted. Justin Henry seconded. The motion passed unanimously.

5.-Review of Financials

The Board reviewed the November Financials. Ms. Stoker responded to the question that Estela Torres had about the Supply Account at the last meeting. No action was taken.

6.-Amended and Restated Special Restriction for 1864 Josephine Loop

The Board and the staff discussed the key points of affordable Ownership Restriction. The new restriction will update the unit to an 80 – 120% Income Range, which will replace Category 3 designation. Annie Kent Droppert made motion to approve the Amended and Restated Special Restriction for 1864 Josephine Loop as presented by the staff. Estela Torres seconded. The motion passed unanimously.

7.- Flat Creek Apartments Suite of Documents

Keith Gingery and April Norton reviewed the documents with the Board. Annie Kent Droppert made motion to approve the following documents related to Flat Creek apartments located at 400 W. Snow King Avenue: the Amended and Restated Ground Lease; the Ground Lease Assignment and Assumption; the Notice of Ground Lease. Estela Torres seconded. The motion passed unanimously.

The Board had some comments and questions about the Certified Copy of the Joint Written Action of the Board of Directors of the Jackson/Teton County Housing Authority, on its Own Behalf and as the Sole Member of 400 SK SLP, LLC; the Initial Operating Agreement for 400 SK SLP, LLC; the Joint Incumbency Certificate; and the Opinion Exhibit A. April Norton and Keith Gingery reviewed the changes with the Board. Annie Kent Droppert made motion to approve the following documents related to Flat Creek apartments located at 400 W. Snow King Avenue: about the Certified Copy of the Joint Written Action of

the Board of Directors of the Jackson/Teton County Housing Authority, on its Own Behalf and as the Sole Member of 400 SK SLP, LLC; the Initial Operating Agreement for 400 SK SLP, LLC subject to the changes discussed. Estela Torres seconded. The motion passed unanimously.

The Board reviewed the Joint Incumbency Certificate; and the Opinion Exhibit A with Keith Gingery. Annie Kent Droppert made motion to approve the following document related to Flat Creek apartments located at 400 W. Snow King Avenue: the Joint Incumbency Certificate; and the Opinion Exhibit A. Estela Torres seconded. The motion passed unanimously.

8.- Grove Flooding Costs.

The Board and the Staff discussed the estimated cost to repair the damages and ways for the tenant to repay the Housing Authority for the deductible bill. There was no motion to approve, and the staff will update the Board next month.

9.-Consideration of Modification to Mortgage and Modification to the Promissory Note for Unit 23 of the Melody Ranch Town Homes.

The Board and the Staff discussed the matter. Annie Kent Droppert made motion to approve the Modification to Mortgage and Modification to the Promissory Note for Unit 23 of the Melody Ranch Town Homes. Estela Torres Seconded. The motion passed unanimously.

10.- Matters from Staff.

Staff indicated that we would need signatures for all the approved documents in this meeting. The Board indicated they will stop by the Office to provide signatures as soon as possible.

11.- Matters from Board.

Annie Kent Droppert informed she will be missing the April 5th meeting.

12.- Adjourn

Annie Kent Droppert made a motion to adjourn at 2:44 pm. Estela Seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:

Stacy A Stoker

2/13/2023

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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

DocuSigned by:

Annie Kent Droppert

2/13/2023

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Anne Kent Droppert

DocuSigned by:

Estela Torres

2/13/2023

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Estela Torres

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Justin Henry

2/13/2023

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Justin Henry, Board Clerk

Date 1/04/2023

Jackson/Teton County Housing Authority
Regular Meeting
February 1, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on February 1, 2023, at 2:00 P.M via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, Keith Gingery (Chief Deputy County Attorney), April Norton (Housing Director) and Stacy Stoker (Housing Manager).

2.-Pronouncement of Quorum

All three board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Approval of Meeting Minutes

Estela Torres requested a change to the minutes and then made motion to approve the minutes for January 4, 2023, Regular Meeting with the change as noted. Justin Henry seconded. The motion passed unanimously.

5.-Review of Financials

The Board reviewed the December Financials. No action was taken.

6.- Matters from Staff.

Annie Kent Droppert asked if the Staff had any updates about The Grove deductible for the damages, the Staff indicated that we're still trying to work with the insurance, and she mentioned we would have an update of the total cost until all the work is done.

7.- Matters from Board.

There were no matters from the board.

8.- Adjourn

Annie Kent Droppert made a motion to adjourn at 2:03 pm. Estela Torres Seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:

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5/5/2023

Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Justin Henry, Board Clerk Date 2/01/2023

Jackson/Teton County Housing Authority
Regular Meeting
March 1, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on March 1, 2023, at 2:00 P.M via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, and Stacy Stoker (Housing Manager).

2.-Pronouncement of Quorum

All three board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Approval of Meeting Minutes

Estela Torres made the motion to approve the meeting minutes from February 1, 2023, regular meeting. Justin Henry seconded. The motion passed unanimously.

5.-Review of Financials

The Board reviewed the January Financials. No action was taken.

6.- Amendment to Lease with GSA for 260 W. Broadway

The Board and the staff discussed the Amendment to the lease with GSA for 260 W. Broadway. Estela Torres made a motion to approve the Amendment to the Lease with GSA for 260 W. Broadway as presented by staff and authorize Anne Kent Droppert to sign it on behalf of the Jackson/Teton County Housing Authority. Justin Henry seconded the motion passed unanimously.

7.- Matters from Staff.

- a. April meeting will be rescheduled to Wednesday, April 12th at 2:00 p.m.
- b. Staff updated the board about The Grove flood.

8.- Matters from Board.

There were no matters from the board.

9.- Adjourn

Annie Kent Droppert made a motion to adjourn at 2:06 pm. Estela Torres Seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

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5/5/2023

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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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5/5/2023

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Anne Kent Droppert

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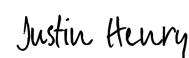


5/6/2023

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Estela Torres

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5/5/2023

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Justin Henry, Board Clerk

Date 3/01/2023

Jackson/Teton County Housing Authority
Special Meeting
March 14, 2023
In person at 320 S. King Street

1. Call to Order

The Special Meeting of the Jackson/Teton County Housing Authority Board was called to Order on March 14, 2023, at 11:14 PM. Attendees were Annie Kent Droppert, Estela Torres, Keith Gingery, Lea Colasuonno, and April Norton.

2.-Pronouncement of Quorum

Two board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Executive Session to Consider the Selection of a Site or the Purchase of Real Estate

Annie Droppert made the motion to enter Executive Session at 11:15 AM. Estela Torres provided the second. All in favor.

Annie Droppert made the motion to exit Executive Session at 11:19 AM. Estela Torres provided the second. All in favor.

5. Motion

Annie Droppert made the following motion: I move to approve and execute the agreement for purchase of real estate as discussed in executive session. Estela Torres provided the second. All in favor.

6.-Adjourn

Annie Droppert made a motion to adjourn the meeting at 11:20 AM. Estela Torres provided the second. All in favor.

Respectfully Submitted:


Stacy A. Stoker, Housing Manager

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5/5/2023

Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Anne Kent Droppert

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Estela Torres

5/6/2023

Jackson/Teton County Housing Authority
Special Meeting
March 21, 2023
In person at 320 S. King Street

1. Call to Order

The Special Meeting of the Jackson/Teton County Housing Authority Board was called to Order on March 21, 2023, at 8:33 AM. Attendees were Annie Kent Droppert, Justin Henry, Keith Gingery, Lea Colasuonno, and April Norton.

2.-Pronouncement of Quorum

Two board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Executive Session to Consider the Selection of a Site or the Purchase of Real Estate

Annie Droppert made the motion to enter Executive Session at 8:34 AM. Justin Henry provided the second. All in favor.

Annie Droppert made the motion to exit Executive Session at 8:46 AM. Justin Henry provided the second. All in favor.

No action was taken.

6.-Adjourn

Annie Droppert made a motion to adjourn the meeting at 8:47 AM. Justin Henry provided the second. All in favor.


Respectfully Submitted:

Stacy A. Stoker, Housing Manager

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6/14/2023
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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Justin Henry

Jackson/Teton County Housing Authority
Regular Meeting
May 3, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on May 3, 2023, at 2:06 P.M via Zoom . Attendees were Annie Kent Droppert, Estela Torres, Stacy Stoker (Housing Manager) and April Norton (Housing Director).

2.-Pronouncement of Quorum

Two of the three board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Approval of Meeting Minutes

Annie Kent Droppert made the motion to approve the meeting minutes from March 21, 2023, Special Meeting, and April 14 Regular Meeting with the revisions discussed. Estela Torres seconded. The motion passed unanimously.

5.-Review of Financials

The Board reviewed the March Financials. No action was taken.

6.- Amended and Reinstated Special Restriction for 45 Pine Glades Drive Unit B

The staff and the Board discussed the Amended and Reinstated Special Restriction. Estela Torres made motion to approve the Amended and Reinstated Special Restriction for 45 Pine Glades Drive Unit B as presented by staff. Annie Kent Droppert seconded. The motion passed unanimously.

7.- Preservation Program.

The staff and the Board discussed Mikhail Grace Pre-qualification for the Preservation Program. Estela Torres made a motion to approve Mikhail Grace as Pre-qualified for the Preservation Program as recommended by staff. Annie Kent Droppert seconded. The motion passed unanimously.

8.- Matters from Staff

The June Meeting will be rescheduled to June 14th because Stacy Stoker will be out of town.

9.-Matters from the Board


Estela Torres had some questions about Flat Creek Apartments and 440 W Kelly development. April Norton addressed the questions to the Board.

10.- Adjourn


Annie Kent Droppert made a motion to adjourn the meeting at 2:19 pm. Estela Torres seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Anne Kent Droppert

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Estela Torres

Date 05/03/2023

Jackson/Teton County Housing Authority
Regular Meeting
April 14, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on April 14, 2023, at 2:00 P.M via Zoom . Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, Keith Gingery (Chief Deputy County Attorney), Leah Colasuonno (Town Attorney), April Norton (Housing Director) and Stacy Stoker (Housing Manager).

2.-Pronouncement of Quorum

All three board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Approval of Meeting Minutes

Estela Torres made the motion to approve the meeting minutes from March 1, 2023, regular meeting, March 13 Special Meeting, and March 14 Special Meeting. Justin Henry seconded. The motion passed unanimously.

5.-Review of Financials

The Board reviewed the February Financials. No action was taken.

6.- Housing Department Work Plan

The staff presented the Housing Department Work Plan during the meeting. No action was taken.

7.- Housing Authority FY23/24 Budget.

The staff presented the proposed Housing Authority Budget and Budget Narrative, the Board and the staff discussed two key points:

Key Questions:

1.-Proposed the sale of the 260 W Broadway.

Estela Torres made motion to authorize the listing of 260 W Broadway building, Justin Henry seconded the motion passed unanimously.

2.- Proposed retainage of The Grove Maintenance Reserves and to transfer net income to supply.

Annie Kent Droppert made motion to approve the Housing Authority FY23/24 budget as presented by the staff keeping the maintenance reserves for The Grove intact (not transferring any of this to Supply)

and with the addition of net income generated by The Grove to be moved to Supply, Estela Torres seconded, the motion passed unanimously.

8.- Capital Improvement Request

The Staff and the Board discussed the Capital Improvement request. Annie Kent Droppert made a motion to approve the increase in capital improvement credit to 14.6% for the purpose of finishing the unfinished room as presented by staff and as requested by the owner. Estela Torres seconded, and the motion passed unanimously.

9.-Grove Phase 1 Unit 301 and 201 Water Damage

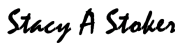
The staff and the board discussed this matter. Estela Torres made motion to direct staff to pay the cost of damage from the water leak in Unit 301 with maintenance reserve instead of filing an insurance claim. Justin seconded; the motion passed unanimously.

10. Executive Session to Consider Purchase of Real State

The board adjourned at 2:14 pm to enter into an Executive Session. The Board came out of Executive Session and re-entered into their Regular Meeting at 3:48 pm. Annie made a motion to approve the purchase and sale contract with the changes as presented by staff. Estela seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:57 pm.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

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Justin Henry, Board Clerk

Date 04/18/2023

Jackson/Teton County Housing Authority
Regular Meeting
June 14, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on May 3, 2023, at 2:01 P.M via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, Keith Gingery (Chief Deputy County Attorney), Stacy Stoker (Housing Manager) and April Norton (Housing Director).

2.-Pronouncement of Quorum

All three board members were in attendance. A quorum was declared.

3.- Public Comment

No Public Comment.

4.-Approval of Meeting Minutes

Annie Kent Droppert made the motion to approve the meeting minutes for May 3, 2023, Regular Meeting, Estela Torres seconded. The motion passed unanimously.

5.-Review of Financials

The Board reviewed the April Financials. No action was taken.

6.- Critical Services Provider (CSP) Application- Teton Orthopedics

The staff and the Board discussed the Critical Services Provider Application for Teton Orthopedics. Annie Kent Droppert made the motion to approve Teton Orthopedics as a Critical Services Provider and to approve Physicians Assistant as an approved Critical Services Provider position. Estela Torres seconded. The motion passed unanimously.

7.- Engagement with Kutak Rock LLP as Bond Counsel to the Jackson/Teton County Housing Authority.

The staff and the Board discussed the Key components of the purchase and sales contract. Staff presented an engagement letter with Kutak Rock LLP to the Board. Annie Kent Droppert made a motion to approve the engagement letter with Kutak Rock LLP as Bond Counsel for the Jackson/Teton County Housing Authority. Estela Torres seconded. The motion passed unanimously.

8.- Matters from Staff

No matters from staff

9.-Matters from the Board

The July Meeting will be rescheduled to July 11th at 3:00 p.m. because two of the Board members will be out of town.

10.- Adjourn

Annie Kent Droppert made a motion to adjourn the meeting at 2:09 pm. Estela Torres seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

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Stacy A Stoker
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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Anne kent Droppert
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Anne Kent Droppert

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Estela Torres

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Justin Henry
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Justin Henry

Date 06/14/2023

Jackson/Teton County Housing Authority
Regular Meeting
July 13, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to Order on July 13, 2023, at 3:01 P.M via Zoom. Attendees were Annie Kent Droppert, Estela Torres, and Stacy Stoker (Housing Manager).

2. Pronouncement of Quorum

Two of the three board members were in attendance. A quorum was declared.

3. Public Comment

No Public Comment.

4. Approval of Meeting Minutes

Annie Kent Droppert made the motion to approve the meeting minutes for June 14, 2023, Regular Meeting, Estela Torres seconded. The motion passed unanimously.

5. Review of Financials

The Board reviewed the May Financials. No action was taken.

6. Matters from Staff

Stacy Stoker informed the Board about an appeal from one of the Grove Tenants. The staff and Board discussed whether to hire a Hearing Officer and decided against it. No action was taken.

7. Matters from the Board


No matters from the Board.

8. Adjourn

Annie Kent Droppert made a motion to adjourn the meeting at 3:09 pm. Estela Torres seconded. The motion passed unanimously.


Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:

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8/16/2023

Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Anne Kent Droppert

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 8/16/2023

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Estela Torres

Date 07/13/2023

Jackson/Teton County Housing Authority
Regular Meeting
August 2, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to order on August 2, 2023, at 2:01 P.M via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, Keith Gingery (Chief Deputy County Attorney), Stacy Stoker (Housing Manager) and April Norton (Housing Director).

Item #5 was added to the agenda. Items 6, 7, 8, 9, 10, and 11 were moved to Items 7, 8, 9, 10, 11, and 12.

2. Pronouncement of Quorum

The three board members were in attendance. A quorum was declared.

3. Public Comment

No Public Comment.

4. Approval of Meeting Minutes

Annie Kent Droppert made the motion to approve the meeting minutes for July 12, 2023, Regular Meeting and July 19 Special Meeting, Estela Torres seconded. The motion passed unanimously.

5. Review of Financials

The Board reviewed the June Financials. No action was taken.

6. BOKF Official Depository for Housing Authority

The Housing Staff requested that the Housing Authority Board vote to add BOKF as an official depository for the Housing Authority so that the Treasurer can deposit 2019 SPET funds with BOKF as approved earlier in this meeting.

The motion for this item is combined and included with the motion for item 7 on the agenda.

7. 2019 SPET Distribution

April Norton informed the Board about the distribution of the 2019 SPET funds. Annie Kent Droppert made a motion to authorize the Teton County Treasurer to deposit all pledged 2019 SPET receipts for Community Housing to BOKF, N.A. Estela Torres seconded. The motion passed unanimously.

Annie Kent Droppert made a motion to designate BOKF as an official depository of the Jackson/Teton County Housing Authority pursuant to Wyoming Statute §9-4-817(b)(ii), which meets the requirement of an approved depository under Wyoming Statute §9-4-803. Estela Torres seconded. The motion passed unanimously.

8. Housing Department Fee Schedule and Fee Waiver Policy

The staff discussed with the Board the Housing Department Fee Schedule and Fee Waiver Policy. Annie Kent Droppert made a motion to approve the Housing Department Fee Schedule and Fee Waiver Policy as presented by the Staff. Estela Torres seconded. The motion Passed unanimously.

Annie Kent Droppert made a motion to direct staff to publish the proposed Fee Schedule and Fee Waiver Policy for the 45-day notice day period. Estela Torres seconded. The motion Passed Unanimously.

9. Critical Services Provider Organization Application- Ron's Towing

Stacy Stoker discussed with the Board Ron's Towing Critical Services Provider Organization Application. Annie Kent Droppert moved to continue this item until the applicant has an opportunity to complete the application. Estela Torres seconded. The motion passed unanimously.

10. Matters from Staff

No matters from staff.

11. Matters from Board.


No matters from board.

12. Adjourn


Annie Kent Droppert made a motion to adjourn the meeting at 2:19 pm. Estela Torres seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:

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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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Anne Kent Droppert
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Estela Torres
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Justin Henry

Date 08/02/2023

Jackson/Teton County Housing Authority
Regular Meeting
September 6, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to order on September 6, 2023, at 2:28 PM via Zoom. Attendees were Estela Torres, Justin Henry, Annie Kent Droppert (arrived late at 2:40 PM) and Stacy Stoker (Housing Manager).

2. Pronouncement of Quorum

Two of the three board members were in attendance. A quorum was declared.

3. Public Comment

No Public Comment.

4. Approval of Meeting Minutes

Estela Torres made the motion to approve the meeting minutes for August 2, 2023, Justin Henry seconded. The motion passed unanimously.

5. Review of Financials

Board reviewed the July Financials. Estela Torres had some questions about the July Financials Balance Sheet, Staff addressed the questions, and no action was taken.

6. Amended and Restated Special Restriction for 270 W Pearl Unit # 208

Board and Housing Staff discussed the Amendment and Restatement Special Restriction for Workforce Ownership for 270 W Pearl Unit # 208. Estela Torres made the motion to approve the Amended and Restated Special Restriction for 270 W Pearl Unit # 208. Justin Henry seconded. The motion passed unanimously.

7. Critical Service Provider Organization Application- Ron's Towing

Board and Housing Staff continued the discussion of this item from the August 2 meeting. Estela Torres made a motion to approve Ron's Towing as a Critical Service Provider and approve Tow Truck Drivers as an approved Critical Services Provider Position. Justin Henry seconded. The motion did not pass.

8. Request for Cameras at The Grove Phase 1

Annie Kent Droppert arrived to the meeting at 2:40 PM.

Staff discussed with the Board a request received from The Grove Phase 2 Homeowner's Association to install cameras at the trash enclosure at Phase 1 of the Grove. Estela Torres made a motion to approve Option 2 to add cameras to Phase 1 of The Grove at the trash enclosure. Justin Henry seconded. The motion Passed unanimously.

9. Buyback Program-Potential Purchase of 3944 Hawthorne Lane

Housing Staff and Board discussed the key points of this potential purchase. Estela Torres made a motion to approve the purchase of 3944 Hawthorne Lane for the Maximum Sale Price as calculated by staff according to the Housing Rules and Regulations and further move to direct staff to reclassify the unit to a 50 to 80% income range with a sale price of \$ 175,326 and to deposit the sale proceeds to the Housing Supply Fund. Justin Henry seconded. The motion passed unanimously.

10. Matters from Staff

Staff informed the board that they had received a request from Healing Waters to terminate their lease. Staff informed the board of a request from Gloria Courser to make public comment to discuss the change of her restriction.

11. Matters from Board.


No matters from the board.

12. Adjourn

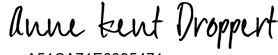
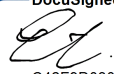
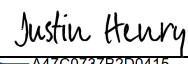
Estela Torres made a motion to adjourn the meeting at 2:48 pm. Justin Henry seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

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DocuSigned by:  A47C0737B2D00415...	11/16/2023
Justin Henry	Date

Jackson/Teton County Housing Authority
Regular Meeting
October 4, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to order on October 4, 2023, at 2:00 PM via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, April Norton (Housing Director) and Stacy Stoker (Housing Manager).

2. Pronouncement of Quorum

The three board members were in attendance. A quorum was declared.

3. Public Comment

No Public Comment.

4. Approval of Meeting Minutes

The Board reviewed the September 6, 2023, Regular Meeting and September 20, 2023 Special Meeting Minutes. Annie Kent Droppert made a motion to approve the September 6 Regular Meeting Minutes. Estela Torres seconded. The motion passed unanimously.

Estela Torres made the motion to approve the meeting minutes for September 20, 2023, Special Meeting, Justin Henry seconded. Annie Kent Droppert recused herself from voting because she was not in attendance for the meeting. The motion passed unanimously.

5. Review of Financials

The Board reviewed the August Financials. No action was taken.

6. Adoption of Housing Department Schedule of Fees and Fee Waiver Policy

The Schedule of Fees and Fee Waiver Policy has been posted for a 45-day Public Comment Period. Staff informed the board that no public comment was received. There was also no public comment at the meeting. Annie Kent Droppert made the motion to adopt the Schedule of Fees and Fee Waiver Policy as presented by staff. Estela Torres seconded. The motion passed unanimously.

7. Consideration of New Tenant for 250 Scott Lane Unit 105

Board and Housing Staff discussed terminating the current lease for 250 Scott Lane Unit 105 and approving a new tenant, Expansion Health. Annie Kent Droppert made a motion to approve the New Lease Agreement with Expansion Health with the proposed terms as stated in the staff report including any changes directed in the meeting, and with any other changes to the lease as determined necessary by the County Attorney. Annie Kent Droppert further moved to approve Healing Waters' request to terminate their lease with the condition that the new lease with Expansion Health is signed prior to the date of termination. Estela Torres seconded. The motion passed unanimously.

8. Amendment and Restatement Restriction for 1809 Ellingwood Lane

Housing Staff informed the board that a new restriction was needed for 1809 Ellingwood Lane. This is a unit that is being sold and needs the approved Template Special Restriction as directed by the Jackson Town Council and Teton County Board of Commissioners. Annie Kent Droppert made a motion to approve the Amendment and Restatement of Special Restriction for 1809 Ellingwood Lane as presented by Staff. Estela Torres seconded. The motion passed unanimously.

9. Matters from Staff

No matters from the Staff.

10. Matters from Board.

No matters from the board.

11. Adjourn

Annie Kent Droppert made a motion to adjourn the meeting at 2:11 p.m. Estela Torres seconded. The motion passed unanimously.




Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:

5C5D742EE15E45F 11/16/2023

Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

DocuSigned by:  A51CA71E6395471... Anne Kent Droppert	11/16/2023
DocuSigned by:  C42F9D0306884B3... Estela Torres	11/16/2023
DocuSigned by:  A47C0737B2D0415 Justin Henry	11/16/2023
	Date

Jackson/Teton County Housing Authority
Special Meeting
September 20, 2023
Zoom

1. Call to Order

The Special Meeting of the Jackson/Teton County Housing Authority Board was called to order on September 20, 2023, at 9:35 AM via Zoom. Attendees were Estela Torres, Justin Henry, and staff - April Norton, Stacy Stoker, and Keith Gingery.

2. Pronouncement of Quorum

Two of the three board members were in attendance. A quorum was declared.

3. Public Comment

No Public Comment.

4. Executive Session

At 9:37 AM Estela Torres made the motion to enter into Executive Session for the purpose of discussing a real estate transaction and for the purpose of discussing matters that are confidential by law. Justin Henry seconded. The motion passed unanimously.

The Board adjourned Executive Session at 9:45 AM and re-entered into the Special Meeting. Estela Torres made a motion to direct Director Norton to do as was discussed in the Executive Session. Justin Henry Seconded and the motion passed unanimously.

5. Adjourn

Estela Torres made a motion to adjourn the meeting at 9:47 pm. Justin Henry seconded. The motion passed unanimously.

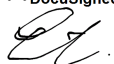
Respectfully Submitted:

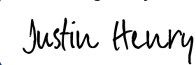
Stacy A. Stoker, Housing Manager

DocuSigned by:

11/16/2023
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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

DocuSigned by:

11/16/2023
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Estela Torres
DocuSigned by:

11/16/2023
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Justin Henry

Jackson/Teton County Housing Authority
Regular Meeting
November 1, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to order on November 1, 2023, at 2:04 PM via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, Lea Colasuonno (Town Attorney) and Stacy Stoker (Housing Manager).

2. Pronouncement of Quorum

The three board members were in attendance. A quorum was declared.

3. Public Comment

There was a public comment from Sally Yocom regarding the accessibility of disabled individuals to Affordable Housing.

4. Approval of Meeting Minutes

The Board reviewed the October 4, 2023, Regular Meeting Minutes. Annie Kent Droppert made a motion to approve the October 4, 2023, Regular Meeting Minutes. Estela Torres seconded. The motion passed unanimously.

5. Review of Financials

The Board reviewed the September Financials. No action was taken.

6. Local Government Annual Report Summary for County Boards

The Board and staff reviewed the Local Government Annual Report Summary for County Boards. Annie Kent Droppert made the motion to approve the Local Government Annual Report Summary FYE 06/30/2023 as presented by staff. Estela Torres seconded. The motion passed unanimously.

7. Consideration of a recommendation letter to the JIM concerning ADA Accessibility to Deed Restricted Housing

Board and Housing Staff discussed the request from Sally Yocom concerning the lack of accessibility for disabled individuals to Affordable housing and they decided to table this item until Sally Yocom has a response from the START board.

8. Matters from Staff

Housing Staff informed the board of the closing of the unit at 3944 Hawthorne Lane on November 17th to coordinate the closing document signatures.

10. Matters from Board.

Estela Torres had questions about the unit at 1070 Elk Run, staff addressed the questions.

11. Adjourn

Annie Kent Droppert made a motion to adjourn the meeting at 2:23 p.m. Estela Torres seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:

Stacy A Stoker

2/19/2025

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Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

Signed by:

Anne Kent Droppert

2/19/2025

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Signed by:

Anne Kent Droppert

Signed by:

Estela Torres

2/19/2025

C42F9D0306884B3...

Signed by:

Estela Torres

Signed by:

Justin Henry

2/20/2025

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Justin Henry

Date

Jackson/Teton County Housing Authority
Regular Meeting
December 6, 2023
Zoom

1. Call to Order

The Regular Meeting of the Jackson/Teton County Housing Authority Board was called to order on December 6, 2023, at 2:06 PM via Zoom. Attendees were Annie Kent Droppert, Estela Torres, Justin Henry, and Stacy Stoker (Housing Manager).

2. Pronouncement of Quorum

The three board members were in attendance. A quorum was declared.

3. Public Comment

No Public Comment.

4. Approval of Meeting Minutes

The Board reviewed the November 1, 2023, Regular Meeting Minutes. Annie Kent Droppert made a motion to approve the November 1, 2023, Regular Meeting Minutes. Estela Torres seconded. The motion passed unanimously.

5. Review of Financials

The Board reviewed the October Financials. No action was taken.

6. 1508 A Hayden Drive Amendment and Restatement Special Restrictions

The Board and staff discussed this matter. Estela Torres made a motion to approve the Amendment and Restatement Special Restrictions for Affordable Ownership Housing Located at 1508 A Hayden Drive. Justin Henry seconded. The motion passed unanimously.

7. Matters from Staff

Housing Staff informed the board that Annie Kent Droppert's term was up in February, and Estela Torres and Justin Henry would need to appoint a new board member at the next meeting.

8. Matters from Board.

No Matters from the Board.

9. Adjourn

Annie Kent Droppert made a motion to adjourn the meeting at 2:17 p.m. Estela Torres seconded. The motion passed unanimously.

Respectfully Submitted:

Stacy A. Stoker, Housing Manager

DocuSigned by:
Stacy A Stoker
5C5D742EE15E45F... 2/19/2025

Approved by the Jackson Teton County Housing Authority Board as evidenced by their signatures below:

<div>Signed by:</div> <div><div>A51CA71E6395471...</div><div>Anne Kent Droppert</div></div>	2/19/2025
<div>Signed by:</div> <div><div>C42F9D6606004B3...</div><div>Anne Kent Droppert</div></div>	
<div>Signed by:</div> <div><div>C42F9D6606004B3...</div><div>Estela Torres</div></div>	2/19/2025
<div>Signed by:</div> <div><div>A47C0737B2D0415...</div><div>Estela Torres</div></div>	
<div>Signed by:</div> <div><div>A47C0737B2D0415...</div><div>Justin Henry</div></div>	2/20/2025
Justin Henry	Date