

Whitefish Housing Authority
Meeting Held at:
Mountain View Manor
100 East 4th Street

Minutes of Board Meeting
March 23, 2022
4:02pm Start 5:55pm Adjourn

Type of Meeting: Board Meeting

Staff Present: Lori Collins, Executive Director, Pamela Meadows, Housing Manager

Attendees: Addie Brown-Testa, Kate Berry, Katie Williams, Marney McCleary, Sara Boilen, Sandie Cooper and Ben Johnson via Zoom

Absent:

Public: Hannah Whitney

AGENDA

I. PUBLIC COMMENT

Discussion: Hannah Whitney with RUIS Holding Development, handed out a zoning map of the land they own in Whitefish on Texas Ave and Colorado Ave. They are proposing 160 units with 4 stories and 5 buildings. This may be difficult to pass with an ask for a deviation in height, but she stated that whatever changes are made, they are committed to be legally bound to provide 30% to affordable housing. Currently RUIS Holding Development is reaching out to the public and assessing whether they will have community support or not before they invest time and funds. Commissioner McCleary asked what they consider affordable. She stated that they would adhere to the payment standards as set forth through WHA. WHA would income qualify the applicants for the affordable units and RUIS Holding Developments' management team would process the applications from there. Additionally, they would in no way make any unit's short-term rentals. The Chair asked what she thought was the difference with what RUIS wants to develop and what Mountain Gateway wanted to develop and why she believes what they're proposing would work due to the fact it is on the other side of the viaduct and the push back with traffic issues. Ms. Whitney stated that this is a smaller development and RUIS is committed to 30% for affordable housing to help toward the housing crisis in Whitefish. Ms. Whitney thanked everyone for their time and feedback. The board thanked Ms. Whitney for coming and for her presentation of this potential development.

II. CONSENT AGENDA

Lori Collins, Director

a. Minutes from previous meeting(s)

Discussion: Commissioner McCleary stated that there were a few typos in the minutes. The director asked if she would email her the corrections and she would make sure it was corrected before the minutes are put onto the website.

b. Financials

Discussion: No questions or concerns.

c. Executive Directors Report

Discussion: No questions or concerns.

Motion to accept consent agenda items with spelling corrections.

Motion to accept by: Marney McCleary

Seconded by: Katie Williams

All voted in favor.

III. **OLD BUSINESS**

a. Housing Whitefish Board Members

Discussion: Commissioner Williams reported that Kate Berry had decided not to join the HW board which would leave an opening to fill from the WHA board. She stated that there was a total of three people who expressed interest from the WHA board to become the third commissioner for the HW board. A brief discussion was had, and Commissioners Boilen and Cooper rescinded their interest leaving Commissioner Johnson to be the third WHA Commissioner to be seated on the HW board. Commissioner Williams added, for the record, that there are going to be sub-committees that would benefit from Boilen and Cooper's service as long as they are interested in that as well.

Motion to accept Ben Johnson to be seated as the 3rd Commissioner position in replacement of Kate Berry on the Housing Whitefish board.

Motion to accept by: Sara Boilen

Seconded by: Sandie Cooper

All voted in favor.

IV. **PROJECTS IN PROGRESS** (This report was included with the Board Materials)

a. Snow Lot Update

Discussion: The Executive Director, Lori Collins stated that there weren't any other updates outside of the Projects Report that she submitted with the board materials. Commissioner McCleary asked why it was proposed that homeowners may have to pay additional funds for an ADA unit. The Director stated that WHA is not required to include ADA units but would still like to include them. However, she went on to state that construction of ADA units is not currently in the budget, and this is an option to have the potential homebuyer pay for the additional upgrades as fits their needs. The financing committee will meet, and this will be part of the conversation.

b. Trailview Homes

Discussion: Nothing new in addition to the ED report.

c. ALP II

Discussion: Nothing new in addition to the Projects Report. Commissioner Johnson asked that since the WHA board has been encouraged to move forward with this project, what does that look like at this point? Chair Brown-Testa re-iterated the push to get going on this project since WHA already owns the land. She stated that this is something that would make the public and the City happy to see some action on.

Action Item: Chair Brown-Testa requested that the Director schedule a meeting with Bruce Booty to get a preliminary site plan and a cost estimate for this project.

d. Monaghan Road

Discussion: Nothing new in addition to the Projects Report.

V. **OTHER BUSINESS**

a. Media Policy Discussion

Discussion: A brief discussion was had about having a statement in place.

Action Item: The Director is to reach out to Commissioner McCleary's PR contact who works with a lot of non-profits as well as Brian Schott to help create a policy which will then be submitted to WHA's attorney.

b. Executive Director Review Schedule

Discussion: Chair Brown-Testa asked if everyone had completed the form to include each commissioner's input. Commissioner Cooper had not received an email with the form. Commissioner Johnson stated that he believes it may have gone out before Commissioner Cooper joined the board. Chair Brown-Testa will re-send the form and

once all forms are received then the Chair and Vice Chair will schedule a meeting with Executive Director for her review.
c. Commissioner Handbook
<i>Discussion:</i> Chair Brown-Testa and the Director will be meeting soon to begin working on updating the commissioner handbook.
d. Strategic Plan Retreat
<i>Discussion:</i> A discussion was had about defining what lanes WHA and HW are in and where they overlap. It was agreed that Commissioner Boilen will facilitate a conversation at next WHA board meeting which will then continue into the HW board meeting. Once this clarity is reached Jody, with FVCC, can then be hired for the retreat.
e. Great Fish Challenge
<i>Discussion:</i> This is now a HW goal.
VI. Committee Updates
a. MVM
<i>Discussion:</i> Commissioner Cooper reported that there are approximately thirteen tenants attending the Tenant Association meetings. The meetings are lasting one to two hours with good participation. The minutes and agenda are always posted for all tenants to view. The MVM community room now facilitates Tuesday movie nights, Wii bowling on Thursdays and other sports viewing parties. Cooper also reported that there are rumors among the residents about issues with decorating the space next to their doors as well as plants, stuffed animals, door mats etc. that impedes maintenance from thoroughly sweeping & moping the hallways. A brief discussion was had and concluded that a space in the MVM newsletter can be dedicated to clarifying any rumor issues as well as new information from management. Commissioner Cooper stated that once the revised Resident Handbook is complete, a new copy should be supplied to every resident. She reported that there are several tenants that would like to have the ability to pay their rent electronically. Action Item: The Director will investigate incorporating this feature in QuickBooks and with the bank. Commissioner Williams asked if there is a way to let tenants know about donated items such as electronics and TV's, etc. Commissioner Cooper will create a classified section to the monthly newsletter as well.
b. Governance Committee
<i>Discussion:</i> No committee or report currently.
c. Strategic Plan
<i>Discussion:</i> No committee or report currently.
d. Housing Whitefish
<i>Discussion:</i> No report currently.
VII. POTENTIAL Close Door Session – Legal and/or Personnel Issues
VIII. ADJOURN
Meeting adjourned at 5:55 pm

Signature below signifies adoption of the minutes.

 4/27/22
Executive Director Date

 4-27-22
WHA Board Chair Date