

January 25 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Fred Arbuckle, Carrie Kruse, Clare Stumpf, Matt Faupel, Laura Bonich, Kari Cooper and Larry Thal attended. Staff: April Norton, Housing Director; Kristi Malone, Housing Specialist; and Tyler Sinclair, Town of Jackson Community Development Director. Public: Amy Minella and Katie Bernasek from Housing Trust, Steve Smith, Mike Ralph, Buckrail News. The meeting commenced at 2:30pm via zoom.

Elect Officers

The Board voted to approve Laura Bonich as Chair, Fred Arbuckle and Vice-Chair, and Matt Faupel as Clerk.

2022 Meeting Schedule & Committees

Carrie Kruse moved to change the regular meeting time to 3-5pm on the second Tuesday of each month. Larry Thal provided the second. All in favor.

The Board created four committees:

1. Opportunities – Matt, Laura, Larry
2. Finance – Fred, Carrie, Steve Smith (non-board member)
3. Funding Opportunities – Kari, Matt, Clare, Anna Olson (non-board member)

Retreat Agenda Review & Questions

The Board reviewed the proposed agenda for the February retreat.

Housing Action Plan – Five Year Review

Staff provided the Board with an accounting of the tasks from the Housing Action Plan and the status for each.

Project Workshop – Scott Lane

The Board reviewed materials and information provided by the development team for the Scott Lane potential project and asked the developers to bring back answers to several questions.

Adjourn

Fred Arbuckle moved to adjourn the meeting at 5:00pm, Larry Thal provided the second. All in favor.

February 8 Meeting Minutes

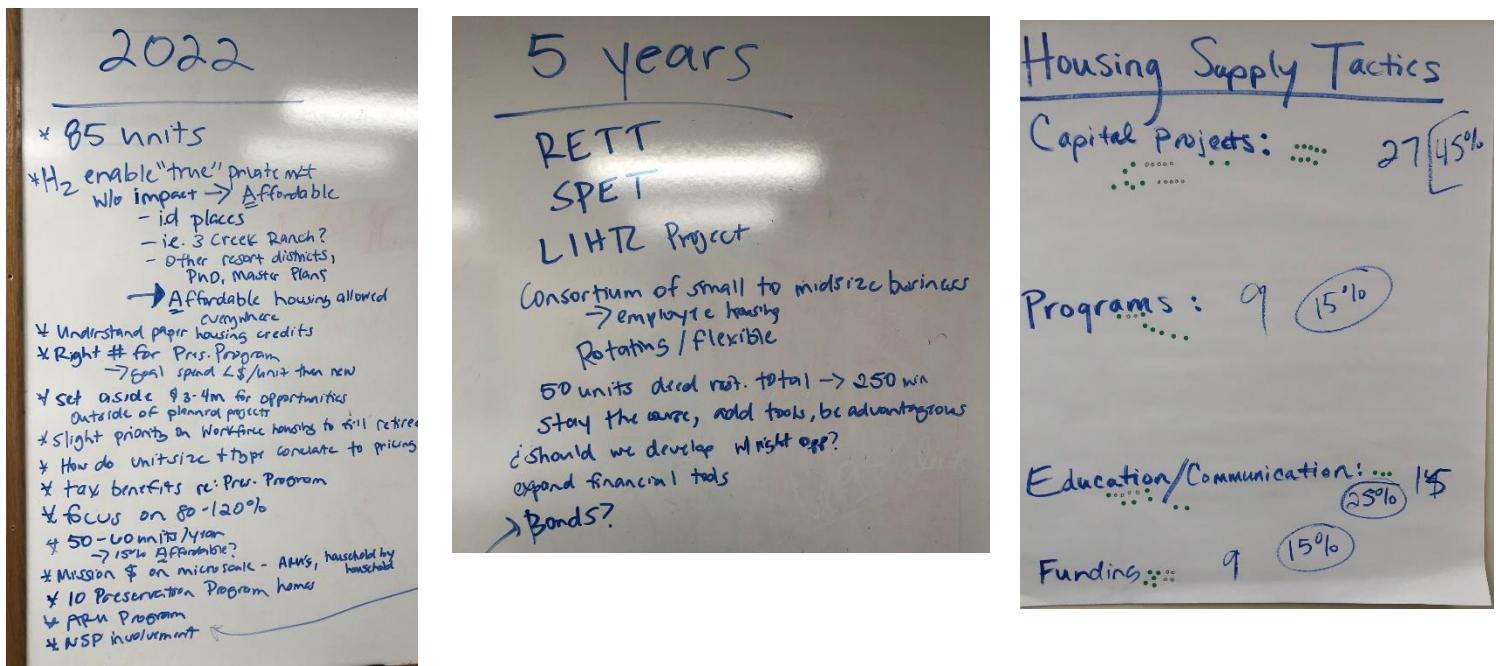
Pronouncement of Quorum

Housing Supply Board members Laura Bonich, Larry Thal, Carrie Kruse, Clare Stumpf, Kari Cooper, Matt Faupel and Fred Arbuckle attended. Staff: April Norton, Housing Director and Kristi Malone, Housing Specialist. Public: Mark Newcomb for most of the meeting, Housing Trust staff and board members at the end of the meeting to present a potential partnership project. The meeting started at 1:00pm via zoom and in person at 320 S. King Street.

Goal Setting for the Housing Supply Program & Resource Allocation

Staff presented initial findings from the Teton Region Housing Needs Assessment. Board asked questions about data tracking and what other info could be expected from the final report.

Board discussed goals for 2022 and five-year goals. Along with resource allocation and tactics to achieve the identified goals.



Project Evaluation Process

Board discussed additions to the Project Criteria Worksheet, utilizing the Opportunity Committee to vet projects, and the potential for hiring a project estimator to ground truth numbers being proposed.

Project Presentations

The Housing Trust presented a potential partnership project at the corner of Kelly and Millward. The Board asked questions and the Housing Trust agreed to follow up at the next Housing Supply Board meeting.

Adjourn

The meeting adjourned at 5:30pm.

March 8 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Fred Arbuckle, Clare Stumpf, Matt Faupel, Laura Bonich, Larry Thal and Kari Cooper attended. Staff: April Norton, Housing Director and Kristi Malone, Housing Specialist. Public: Julia from Housing Trust, Tyler Davis, Joe Saunders. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

SPET Discussion

Town Council and BCC are starting to discuss SPET. General consensus seems to be around a 4-year SPET.

ARU Program

Kristi Malone presented a draft outline for the ARU Program. The Board provided feedback that Kristi will use to revise the current proposal.

Potential Partnership Projects: Updates

Jackson Hole Community Housing Trust is awaiting a new appraisal and a revised Purchase Agreement for the potential land acquisition on the corner of Millward and Kelly Avenue.

Scott Lane – the development team for the Scott Lane proposal presented revised schematic of the development and Project Criteria Worksheet. The Board directed staff to take this project to the Council for consideration.

Current Projects & Programs Update

April Norton provided a summary of all current projects and programs.

Upcoming Meeting Schedule

The Board discussed the upcoming meeting schedule and who could attend which meetings to represent the Board.

Matters from Staff / Board

Kari Cooper raised a question about compliance on Affordable Rental units that are owned by employers.

Adjourn

Fred Arbuckle moved to adjourn the meeting at 5:10pm, Matt Faupel provided the second. All in favor.

April 11 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Fred Arbuckle, Laura Bonich, Larry Thal, Carrie Kruse and Kari Cooper attended. Staff: April Norton, Housing Director and Kristi Malone, Housing Specialist. Public: Katie Bersaneck from Housing Trust. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

SPET Application

The Board reviewed the draft application and provided feedback to staff.

Draft Housing Supply Plan

Staff presented the draft Housing Supply Plan and the Board provided feedback to staff.

Potential Partnership Projects: Updates

Jackson Hole Community Housing Trust – closing date has been pushed back. JHCHT will come back to us when they have a revised Purchase Agreement.

Scott Lane – update from staff, scheduled for April 18 Town Council.

ARU Program

Staff provided revisions to the program based on the previous month's feedback.

Current Projects & Programs Update

April Norton provided a written summary of all current projects and programs.

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet. This item was not discussed due to time constraints.

Matters from Staff / Board

None.

Adjourn

Carrie Kruse moved to adjourn the meeting at 5:00pm, Larry Thal provided the second. All in favor.

May 10 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Laura Bonich, Larry Thal (via zoom), Carrie Kruse, Clare Stumpf, Matt Faupel, Fred Arbuckle (via zoom) and Kari Cooper attended. Staff: April Norton, Housing Director and Kristi Malone, Housing Specialist. Public: Lynne Wagner from Housing Trust, Tyler Davis, Mark Newcomb. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

SPET Update

Board discussed public comment letter.

Hog Island Workforce Home Business Zone Update

Kristi Malone provided an update on this item, specifically the BCC's discussion of the propose deed restriction. The Board provided feedback that the government should not be doing financial analyses on private property unless we intend to purchase it.

Potential Partnership Projects: Updates

Jackson Hole Community Housing Trust has indicated they are still working through due diligence and do not yet have a revised Purchase Agreement.

Hoback RV Park – Tyler Davis presented the opportunity, Matt Faupel and Fred Arbuckle provided the Board with an analysis of the opportunity. The Board asked Mr. Davis several questions and asked that he come back with answers at the next meeting.

Current Projects & Programs Update

April Norton provided a written summary of all current projects and programs.

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet.

Matters from Staff / Board

None.

Adjourn

Carrie Kruse moved to adjourn the meeting at 4:26pm, Clare Stumpf provided the second. All in favor.

June 14 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Laura Bonich, Larry Thal, Carrie Kruse, Clare Stumpf, Matt Faupel and Fred Arbuckle attended. Staff: April Norton, Housing Director. Public: Tyler Davis. Due to technical difficulties and staff running late, the meeting commenced at 3:20pm via zoom and in person at 320 S. King Street.

SPET Update

Board discussed current political discourse around SPET.

Potential Partnership Projects: Updates

Jackson Hole Community Housing Trust has removed their potential project from consideration at this time.

Hoback RV Park – Tyler Davis answered follow up questions from the Board. Carrie Kruse, who met with Mr. Davis between Board meetings, provided an analysis of his financial proposal. The Board recommended that staff work with Mr. Davis to develop bullet points for an agreement and then bring that back to the Board for consideration.

Current Projects & Programs Update

April Norton provided a written summary of all current projects and programs.

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet.

Executive Session

Fred Arbuckle moved to enter executive session at 4pm, Larry Thal provided the second. All in favor. Matt Faupel moved to exit executive session at 4:15pm, Larry Thal provided the second. All in favor.

Matters from Staff / Board

Board discussed possible partnerships with One22, Chamber, JH Working, Shelter JH, Mission re: affordable housing education.

Adjourn

Carrie Kruse moved to adjourn the meeting at 4:45pm, Fred Arbuckle provided the second. All in favor.

July 12 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Carrie Kruse, Clare Stumpf, Matt Faupel, Fred Arbuckle and Kari Cooper attended. Staff: April Norton, Housing Director; Kristi Malone, Housing Specialist; and Emy Farrow-German, Housing Department Intern. Public: None in person or online. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

Approval of Meeting Minutes

Matt Faupel moved to approve meeting minutes for the following meetings:

- December 14, 2022

Carrie Kruse provided a second. One correction: Fred Arbuckle and Larry Thal both joined via zoom for the May 10, 2022 meeting.

All in favor.

SPET Update

Board scheduled a special meeting for July 20, 2022 to discuss next steps for SPET.

Potential Partnership Projects: Updates

Hoback RV Park – the Board discussed key points for a future agreement, including:

- Ensuring units exist until redevelopment, regardless of timeframe
- Refining remedy for default
- Start the 24-month timeline for certificate of occupancy from lease termination
- If they are allowed to build smaller units, require more storage

Current Projects & Programs Update

April Norton provided a written summary of all current projects and programs.

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet.

Executive Session

Carrie made a motion to go into Executive Session at 4:37pm. Kari Cooper provided a second, all in favor.

Matt moved to exit Executive Session at 4:53pm. Carrie Kruse provide a second, all in favor.

Matters from Staff / Board

Staff provided an update on the Workforce Housing Interim Topic. Board discussed Old Bill's Fun Run and potential opportunity to provide comments on Northern South Park implementation.

Adjourn

Matt Faupel moved to adjourn the meeting at 5:10pm, Clare Stumpf provided the second. All in favor.

August 9 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Matt Faupel, Fred Arbuckle, Laura Bonich and Kari Cooper attended.

Staff: April Norton, Housing Director and Emy Farrow-German, Housing Department Intern. Public: None in person or online. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

Approval of Meeting Minutes

Fred Arbuckle moved to approve meeting minutes and Matt Faupel provided a second.

All in favor.

SPET Update

Board discussed educational outreach materials and messaging related to the Community Housing SPET item.

Potential Partnership Projects: Updates

Hoback RV Park – the Board reviewed the Casita plans and requested a field trip to see similar units in use in the County, plus Matt Faupel's ARU.

Current Developments Update

April Norton provided a written summary of all current developments. The Board assigned members to play an "owner's rep" role for specific developments:

- Flat Creek Apartments – Kari Cooper
- Brown Property – Larry Thal
- S4 Flats – Laura Bonich
- Jackson Street Apartments – Carrie Kruse

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet.

Matters from Staff / Board

The Board requested an update on the Northern South Park planning process and wanted to understand what their opportunities to provide feedback on the plan are.

Adjourn

Fred Arbuckle moved to adjourn the meeting, Kari Cooper provided the second. Meeting adjourned at 4:28pm.

September 13 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Matt Faupel, Fred Arbuckle, Laura Bonich, Carrie Kruse, Clare Stumpf and Kari Cooper attended in person; Larry Thal attended via Zoom. Staff: April Norton, Housing Director and Kristi Malone, Housing Supply Specialist. Public: None in person or online. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

Approval of Meeting Minutes

Carrie Kruse moved to approve meeting minutes and Matt Faupel provided a second.

All in favor.

SPET Update

Board discussed educational outreach materials and messaging related to the Community Housing SPET item.

Northern South Park Neighborhood – Next Steps

Kristi Malone provided an update to the Board, including proposed timeline received from Teton County Planning Department.

Hog Island Workforce Home Business – Update

Kristi Malone provided an update to the Board. She met with the Robertsons who expressed no immediate interest in deed restricting their property and instead will pursue a request to rezone their property to allow one-acre lots. This request will likely be heard in October 2022.

Current Developments Update

Staff provided a written summary of all current developments.

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet.

Matters from Staff / Board

No matters from staff/board.

Adjourn

Carrie Kruse moved to adjourn the meeting, Matt Faupel provided the second. Meeting adjourned at 4:54pm.



October 11 Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Matt Faupel, Carrie Kruse, Clare Stumpf, Larry Thal and Kari Cooper attended in person; Laura Bonich attended via Zoom. Staff: April Norton, Housing Director and Kristi Malone, Housing Supply Specialist. Public: Alison Lee with the Jackson Hole Community Housing Trust and Scott Anderson. The meeting commenced at 3:00pm via zoom and in person at 320 S. King Street.

Approval of Meeting Minutes

Kari Cooper moved to approve meeting minutes and Carrie Kruse provided a second.

All in favor.

SPET Update

Board discussed educational outreach materials and messaging related to the Community Housing SPET item.

Current Planning Updates

Housing staff provided updates on the following current and upcoming planning items: Legacy Lodge, WYDOT housing, St. John's Health deed restrictions, Hog Island rezone request, Northern South Park, and upcoming housing mitigation policy discussion.

Current Developments Update

Staff provided a written summary of all current developments.

Upcoming Meeting Schedule

A meeting schedule was provided as part of the packet.

Matters from Staff / Board

No matters from staff/board.

Adjourn

Carrie Kruse moved to adjourn the meeting, Larry Thal provided the second. Meeting adjourned at 5:03pm.



December 2 Special Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Matt Faupel, Carrie Kruse, Larry Thal, Laura Bonich and Kari Cooper attended in person; Fred Arbuckle attended via Zoom. Staff: April Norton, Housing Director and Kristi Malone, Housing Supply Specialist. The meeting commenced at 10:00am via zoom and in person at 320 S. King Street.

Executive Session

Matt Faupel moved to go into executive session. Laura Bonich provided the second. All in favor.

The board met in executive session.

Adjourn

Kari Cooper moved to adjourn the meeting, Matt Faupel provided the second. Meeting adjourned at 11:37am.



December 13 Regular Meeting Minutes

Pronouncement of Quorum

Housing Supply Board members Matt Faupel, Carrie Kruse, Larry Thal, Laura Bonich and Clare Stumpf attended in person. Staff: April Norton, Housing Director. The meeting commenced at 3:00 PM via zoom and in person at 320 S. King Street.

Approval of Meeting Minutes

Larry Thal made a motion to approve the minutes from the October 11, 2023 Regular Meeting and the December 2, 2023 Special Meeting. Carrie Kruse provided the second.

All voted in favor.

Current Developments Update

Staff provided a written summary of current project progress and answered questions from the Board.

Upcoming Meeting Schedule

Staff provided a written meeting and presentation schedule and answered questions from the Board.

Items from Staff, Board

Staff provided a summary of the NACO Workforce Housing Taskforce and upcoming peer-to-peer community outreach.

The Board changed the meeting schedule to the second Wednesday of each month at 3pm.

Executive Session

At 3:35pm, Carrie Kruse made a motion to enter executive session. Matt Faupel provided the second. All in favor.

At 4:42pm, Larry Thal made a motion to exit executive session. Carrie Kruse provided the second. All in favor.

Adjourn

Larry Thal moved to adjourn the meeting, Matt Faupel provided the second. Meeting adjourned at 4:42pm.

