

Gunnison Valley Regional Housing Authority

Regular Board Meeting Minutes

January 10, 2018

200 E. Virginia Avenue, Gunnison, CO 81230

Call to Order

Kelly McKinnis called the meeting to order at 3:07 pm.

Members Present

Matt Feier; (Treasurer) CBMR

Carlos Velado (Vice-Chair), Town of Mt. Crested Butte

Kelly McKinnis, (Chairperson) County-at-Large

Todd Barnes, Mt. Crested Butte

Jim Gelwicks, City of Gunnison

Michael Yerman, Crested Butte

Jim Schmidt, (Secretary), Crested Butte

Members Via Phone

John Messner, Gunnison County

Ellen Harriman; City of Gunnison

Staff Present

Jennifer Kermode, Executive Director

Public Present

Chris Haver, Crested Butte Alternate

Public Comment

There were no public comments

Consent Agenda:

Jim Gelwicks moved to approve the Consent Agenda, Jim Schmidt seconded. No discussion; motion passed unanimously.

Administrative Items:

Kelly informed the Board that there are some graduate students at the University that are collecting rental data from around the county; they may be doing this on behalf of the Brush Creek group as part of their market study.

- a. **Staff Reports:** It was discovered that the packet Jennifer sent out to the Board was the December packet; she went over the January Staff Report highlights while the January packet was being resent.

b. Updated GVRHA Fiscal Policies

Jennifer highlighted the sections within the Policy; discussion ensued regarding:

Expense and Accounts Payable

Purchases and Procurement

Policy: add: Through the budget process, Board to pre-authorize expenditures up to \$10,000 without additional approval or check signature; expenditures between \$10,000 and \$25,000 that are non-budgeted will require authorization from the Board Chair; those over \$25,000 will require full Board approval on the consent agenda prior to expense and two signatures on the check.

Procedure: add: for development projects, the project budget should be reviewed and accepted by the Board prior to initiating construction; construction disbursement schedule will be regularly submitted to the Board for review; all checks over \$25,000 will require two signatures and authorization from the Board Chair.

Add: the Board Treasurer shall become the third signatory on the GVRHA bank accounts.

Michael moved to put the Fiscal Policies on the February Agenda for final adoption, with the updates highlighted in the document for the Board to review. Jim Gelwicks seconded. There was no further discussion. The motion passed unanimously.

c. New Automobile Policy

Jennifer went over the Use of Authority Vehicle Policy including the additions that Carlos recommended from last month. Jim Schmidt moved to approve the Use of Authority Vehicle Policy as presented, Matt seconded. No further discussion, it was adopted unanimously.

Jennifer will also check out insurance coverage that might mimic AAA benefits before enrolling the GVRHA in AAA.

d. New Advisory Group Policies

Michael suggested a two-year term to reduce loss of enthusiasm, participation and increase new ideas coming into the group. It was suggested by Kelly that for larger organizations such as the WSCU, CBMR and the County Health & Human Services, they have a seat reserved on the committee and they select who will attend. Michael recommended including the law enforcement community as they were identified in the OVPP as needing to be more integrated into the community. The Board did not specify which law enforcement agency should be included.

Discussion ensued about when the Advisory Group should meet, when they should attend Board meetings (and how many of them should), the size of the group, and using members of the Advisory Group to form committees to assist in meeting strategic plans and goals. Jennifer suggested that one of these committees could be useful in assisting the Housing Authority in creating a multijurisdictional plan.

Michael suggested having the Board identify a strategic vision for the Advisory Group and what needs of the GVRHA they could meet, then we could specify when they meet and how often. Carlos moved to continue the Advisory Group Policies until at least the February meeting, when the Board has identified a strategic vision for the group and bring in suggestions from the other community organizations that would like to be part of the housing conversations in the Valley. Michael seconded. It was approved unanimously.

e. Multijurisdictional Housing Plan (MJHP)

Jennifer reminded each jurisdiction that they are responsible for bringing the pipeline of projects to her to be included in the MJHP. John said the County is working on the Rock Creek project and Stallion Park, so they should have project cost estimates in the near future. The Board agreed to have preliminary numbers for projects ready for the March Board meeting.

There was also discussion about whether the County's three-mile plan could be part of the multijurisdictional plan, and perhaps other jurisdictions' three-mile plans could be integrated. John stated that the MJHP should take more a holistic approach to housing throughout the Valley and impacts of development.

Jim Gelwicks would like to investigate if there is a multijurisdictional housing plan somewhere in the world that we could use as a model. Jennifer will look in to it.

f. County-wide Organizations

Kelly discussed the interest shown by the county-wide health coalition in housing concerns and how the Board can best use some of these organizations to promote our goals. Non-profits can support issues but not candidates that are on a ballot measure. These types of organizations would add value as members of the Advisory Group, and would be strong advocates for a ballot measure. It's expected that community conversations surrounding the Brush Creek proposal will require the Board to be prepared to have healthy discussions around that proposal and the continuing needs for housing around the county, should it be completed.

John informed the Board that the legislature is preparing to introduce the lodging tax proposal during the spring session, and that it has broad support across most of the state.

John excused himself from the meeting at 4:46 pm.

g. 2018 Board meeting dates and times

The Board agreed that the second Wednesday of each month, from 3:00 pm to 5:00 pm is best for everyone's schedule. Jennifer will put out a schedule.

The March meeting has been moved to the 28th of March, and will be in Gunnison.

Michael gave the status of the Crested Butte duplex-build project to the Board, letting them know that at the March meeting the Board will need to approve the contractor agreement that will be between the GVRHA and the contractor. He is not yet able to announce who the contractor is; the units will be

priced at 110% AMI, but will serve buyers up to 200% AMI, or the maximum AMI that the construction lender will allow.

Adjourn:

The meeting was adjourned at 4:59 pm.

Minutes prepared by:



Jennifer Kermode, Executive Director

Approved on 2.14.18 _____



Kelly McKinnis, Chair