

Gunnison Valley Regional Housing Authority

Regular Board Meeting Minutes

April 13, 2016

3:00 pm – Crested Butte Town Hall Junior Meeting Room

MEMBERS PRESENT

Kelly McKinnis; (President) Gunnison County
Paula Swenson; Gunnison County (joined at 3:39 pm)
Margot Levy; Town of Crested Butte
Jim Schmidt; Town of Crested Butte
Ellen Harriman, City of Gunnison; by phone
Richard Hagan, City of Gunnison;

STAFF PRESENT

Karl Fulmer; GVHRA Executive Director
Chris Peterson; GVRHA Property Manager

PUBLIC ATTENDEE

Jenna Simon (Part-time Gunnison resident)

CALL TO ORDER

Kelly McKinnis called the meeting to order at 3:37 pm, meeting start was delayed by Anthracite Place Apartments tour

MINUTES APPROVAL: Jim Schmidt moved to approve the minutes, but we believe that Ellen Harriman seconded. Minutes approved unanimously. Margot Levy abstained.

ADMINISTRATIVE ITEMS

RFP Needs Assessment: Karl Fulmer reviewed the RFP Needs Assessment. He felt that we needed at least 3 proposals, but expected we would get 5-6 after all. Paula Swenson, Ellen Harriman, and Kelly McKinnis will be on the selection sub-committee to review and select the firm who will do the RFP Needs Assessment. The bulk of the sub-committee work will mostly be done by mail and email. The sub-committee plans to meet the first week of May to review proposals. Jim Schmidt discussed consultant work, and business owners survey including temporary employee questions. Karl assured him that there will be many questions to include temporary workers in the valley.

PUBLIC ATTENDEE

Jenna Simon, a public attendee, arrived at 3:49

Introductions were made and then Karl Fulmer suggested that Jenna give everyone her thoughts and what brought her to the meeting.

Jenna Simon used to live here (1973-1976), she explained her history in Gunnison County. She said if she had housing she might be able to return to Gunnison County full-time. She explained her housing history, travels between a few different states pet sitting and such. She claimed she is technically homeless, lives on the road, in and out of a suitcase.

State wide rental rates and availability of housing were discussed.

Director Performance Review: Karl Fulmer discussed his summary of his performance review, it was suggested that full discussion of the review be moved to the May meeting to give the Board time to review the scoring and summary sheet with Karl's comments. Margot Levy suggested Karl Fulmer attend management and communication training. Karl Fulmer will consider courses. Richard Hagan moved to accept the Performance Evaluation, Paula seconded, approved unanimously.

Personnel Policy Amendment: Paula Swenson moved to adopt the amended Personnel Policy, Ellen Harriman and Margot Levy Second. It was suggested we delete at page 8, paragraph 4-1(d) all employer . . . eligible for workers comp" section. Approved unanimously with changes.

Jenna Simon excused herself at 4:08 pm

Fiscal Policy: As per the GVRHA Fiscal Policy, Karl Fulmer will no longer signs checks for any GVRHA account. Shannon Frias signs the development account checks, and will be added to the Operation Account. Chris Peterson can sign for the Operations account, and the Anthracite Place Apartments, LLC account.

Margo Levy moved to approve, Paula Swenson seconded, unanimously approved.

AMI Levels: Karl Fulmer discussed the 4% decrease from the 2015 AMI levels. It is suspected that this drop is due to mine closures 2-4 years ago, 2013 maybe? Karl Fulmer said that he would prefer to keep the GVRHA 2015 for the 2016 Guidelines, and not lower them to the HUD 2016 levels. In order to not follow the HUD AMI drop wording would need to be changed to adjust when the housing authority does not agree with AMI changes by HUD.

Ellen asked to discuss/review the issue in May.

Jim asked about using a 2 yr average. Margot Levy thought that maybe in cases where the average moves more than x%, 2 year averages can be used to reduce spikes. Karl Fulmer said that he would consider all of the suggestions, weigh the options, and have recommendations next month (May).

PROGRAM UPDATES

Housing Choice Vouchers/Section 8: Karl Fulmer discussed the Housing Choice Voucher/Section 8 voucher freeze by the State, 6 vouchers issued will not be leased up because there really are no available units. GVRHA currently has 36-37 vouchers which give a small-steady income to help cover the costs of managing the HCV program. 3 active voucher holders have been unresponsive, 3 vouchers have expired, and 1 person who had receive a voucher passed away. 1 active voucher holder will be transferring out of state at the end of June. Karl Fulmer felt that the GVRHA will still track within 2016 budget projections even with the loss of some vouchers.

Mountain View: There has been a lot of turnover this spring, but Karl Fulmer felt that there would not be more than 6 weeks total vacancy for all turnover this spring. There are currently 17 people on the Mountain View waiting list, Karl Fulmer does not want that number to drop below 10. He explained that GVRHA may want to advertise in May. He would like to keep a sturdy waiting list but he felt that 4 vacancies within 2 months could cause the number of people on the list to drop too low.

In response to the visit by Jenna Simon, Ellen Harriman was prompted to ask if Mtn View had priorities like Section 8 for homeless, disabled, etc. She was wondering if we had the power to make priorities. Karl Fulmer said he didn't believe so, but he would look into it.

Anthracite Place Apartments: Chris Peterson gave the Anthracite Place Update, she explained that tax returns absolutely cannot be used, and that with LIHTC projects income is based on future anticipated income, not past income. Only in some cases can GVRHA ask for 4-6 weeks of past payroll stubs, but with this time of year being the off season, it would be a little tougher because it is off-season and many applicants are not currently working. AMI was also discussed that although Karl Fulmer suggested the GVRHA 2016 Guidelines use the 2015 AMI numbers, for LIHTC GVRHA is required to use the current HUD numbers.

Someone asked if we could appeal to HUD, but it was decided that process would take far too long (and be nearly impossible), and would not be done prior to Anthracite Place being ready for lease-up. Discussions about the waiting list (25 at that time), how many had been returned because they were not complete, and how many people may now be over income because of the AMI change (between 6-10). Questions were brought up regarding advertising to fill the building. Karl Fulmer felt that once the siding was put on the building there would be another rush of applicants, and the GVRHA should hold off on advertising for another month or two.

CONSTRUCTION

Schedule: Karl Fulmer explained that Coburn was catching up on the schedule somewhat, and should be making up more time. He felt that the Certificate of Occupancy could be received and move-in could occur on July 14, 2016.

Costs: Karl Fulmer said that Coburn's building draw requests should be increasing soon with much larger requests in the next 2-3 months, or they will not be able to meet their completion schedule. Karl Fulmer

then explained that legal bills are entered in as soft costs, and the legal bills killed the Owner's "soft cost contingency" line item. The hard cost contingency will transfer to soft costs (14-15k maybe), and that the "environmental" line item's cost overruns are attributed to snow removal. Karl Fulmer felt that Coburn is tracking on the budget. He then pointed out that there are still some very large costs coming in including boiler, flooring, and electrical finishing and fixtures.

ADJOURN

Motion to adjourn was made at 5:05 PM by Paula Swenson. Kelly McKinnis seconded.

Jim Schmidt had more questions regarding OVPP. He asked about a committee regarding Vacation Rentals by Owner, and what the OVPP action plans were including VRBO license fees and taxes. Karl Fulmer said he would talk to Russ Forrest about legalities regarding taxes and license fees. Karl Fulmer also said they may be able to add Russ Forest to the committee meeting.

Meeting adjourned at 5:13 pm

Minutes Prepared By: Chris Peterson



Chris Peterson, GVRHA Property Manager

Approved on 5/11/16



Kelly McKinnis, Board President