

Gunnison Valley Regional Housing Authority

Regular Board Meeting Minutes

Gunnison Valley Regional Housing Authority

November 5, 2014

3:00 pm – Gunnison Valley Regional Housing Authority

MEMBERS PRESENT:

Kelly McKinnis (President); Gunnison County (newly elected)

Anne Steinbeck; (Vice President) City of Gunnison (newly elected)

Paula Swenson, (Treasurer); Gunnison County

Grant Benton, Town of Mt. Crested Butte

Ellen Harriman; City of Gunnison (joined meeting at 3:33 pm)

Katherine Daly; At-Large

STAFF PRESENT:

Karl Fulmer, GVRHA Executive Director

Shannon Frias, GVRHA Housing Program Manager

Murtaza Naqvi, VISTA

CALL TO ORDER: Paula Swenson called the meeting to order at 3:04 pm.

MINUTES APPROVAL: The chair called for any corrections to the September minutes. No changes were offered. Anne Steinbeck moved to approve the minutes and Grant Benton seconded the motion. With the agreement of the board, the minutes were approved.

Administrative Items:

Board Elections – Karl Fulmer informed the board that Tom Steuer is moving out of Gunnison County and has stepped down from the board. David Owen has resigned from the Crested Butte Town Council which means he will have to step down from the HA board as well. Without those 2 members our board does not have a president or a vice president. Paula Swenson asked is anyone was interested in filling these positions. Anne Steinbeck volunteered to be vice president and Kelly McKinnis volunteered to be president. Paula Swenson moved that the board elect Anne Steinbeck as vice president and Kelly McKinnis as president. Grant Benton seconded the motion and the board unanimously approved each position. Kelly McKinnis took over the meeting at 3:25 pm as president.

Paula Swenson moved that the board elect Katherine Daly as the At-Large board member. Anne Steinbeck seconded. The motion passed unanimously.

Credit Card Policy – The credit card policy has been tabled until the December 3, 2014 meeting

Unit Sales – Karl Fulmer has been holding open houses at 1420 Rock Creek to try and get some interest in the purchase. At the first open house, 6 families showed and at the second open house only 1 family showed. There has only been 1 serious applicant and we are waiting for them to complete all the verifications. The house will be advertised on the Housing Authority website and on Facebook again this week. The next open house is on 11/8/2014. Kelly McKinnis asked if any broker is interested in 1420. Karl responded that some were until they found out there is no commission to made on the sale.

2015 Draft Audit – Karl Fulmer informed the board of 2 main changes in the budget. The first is a 1% increase in pay for the Executive Director. Karl is only asking for a 1% raise because there is a fear that a continued bigger pay increase would increase the salary for the Executive Director to a point that the Housing Authority would not be able to sustain itself. Karl is requesting a bonus from Anthracite Place instead of a 2% pay increase. This bonus would be in May of 2015. Paula Swenson agreed that this made sense and would help to sustain the Housing Authority. The other change is the request for a 2% pay increase for the Housing Program Manager.

Karl Fulmer informed the board that the audit for next year will change drastically. McMahan and Associates are thinking that next year's budget will cost approximately \$7700. Karl did not feel this is a fair price and will be bidding out the auditing. Anne Steinbeck asked if there are any local firms that he could reach out to. Karl did not believe there were and the closest is probably Montrose.

After reviewing the budget, Paula Swenson asked where the \$25 revenue came from. Karl Fulmer added that it is from interest on a bank account. Paula Swenson informed the board that all the county municipalities are locked in on their funding for 2015. Karl Fulmer stated to the board that nothing else on the budget has really changed. He is re-evaluating the phone services because the costs were high in 2014. There was a \$57,721 surplus in 2013 and he expects a surplus in 2014 as well. Karl's goal is to have ½ of the operating budget in reserves by the end of 2015.

Program Updates:

Mountain View – The Housing Authority has advertised for a maintenance person at Mountain View. There has been approximately 12 applicants for the position. The plan is to have interviews on November 13th. Karl would like to have one board member and 2 residents of Mountain View on the hiring committee in addition to HA staff. Paula Swenson volunteered to sit on the hiring committee. Karl would like to address some of the resident's concerns in the next few weeks. The raking of the leaves is one concern that is being done this week by Murtaza and a High School volunteer. Another concern is the washing of the windows. This is being scheduled and will be complete by Thanksgiving. Karl will be compiling RFP's for other work that will be complete next year, the oiling of the siding and the concrete work in front of the building. The elevator at Mountain View was out of service for 2 weeks in October. There were issues between ThyssenKrupp, the previous contractor and the new contractor,

Colorado Lifts. They were not working together to get the issue fixed. After 2 weeks the elevator finally was repaired by ThyssenKrupp costing a total of \$15,000. Half of that was charged by Colorado Lifts and have by ThyssenKrupp. The county is looking into trying to submit the bill to insurance as the cause of the elevator going down was a power surge.

Section 8 – Shannon Frias informed the board that there are still 5 vouchers that need to be leased. The Section 8 participants are having a hard time finding rentals once they receive a voucher and their vouchers are expiring. Shannon will advertise for landlords for the Section 8 program.

Rehabilitation Program – Karl Fulmer informed the board that there is an IGA, Intergovernmental Agreement between the Housing Authority and Delta Housing. Murtaza is the point person on this. There are loans available to help homeowners weatherize their homes. There will be 5 loans in Gunnison County. Most loans are \$5,000 - \$15,000 with a max of \$25,000. Karl worked with Delta housing to get the fees to \$200 per \$1000. Murtaza will be the front man on this and will be checking on all work being done. This program will go hand in hand with the weatherization program with Housing Resources. This is a cooperative effort between WSCU, Gunnison County Electric Association and Housing Resources. Ellen Harriman asked “what if there are more than 5 families?” Karl responded that it is a first come first serve program but if there are more families a list could be started and we could look into more funding next year. Paula Swenson asked if there is an income requirement. Karl responded that the families have to be at 60% or less of AMI. Karl asked the board to approve \$1,000 for the IGA for this program. Anne Steinbeck moved to approve and Ellen Harriman seconded. The motion was approved unanimously by the board.

Anthracite Place Update – Karl Fulmer has a review design meeting. There have been a few changes to the design. The first change is there will not be any basement storage at Anthracite Place. There are very few basements in Crested Butte and basements could cause problems and blow the budget out of the water. The building will be short 5 storage units, to compensate for this, the 1st floor will have extra-large closets.

The revised budget projections are on schedule. Karl informed the board that rental income is what drives the budget. CHFA requires a vacancy rate of 7%. The cost of the build is estimated at \$174 sq/ft. We will use all of the contingency if the build increases to \$191.2 sq/ft. There are no more design meetings planned at this time.

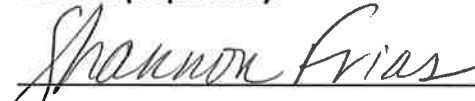
UPCOMING MEETING

The next meeting will be held on December 3, 2014 in the conference room at the Gunnison Valley Regional Housing Authority office at 3:00 pm.

ADJOURN:

Anne Steinbeck moved to adjourn the meeting at 4:53 pm. Paula Swenson seconded.

Minutes prepared by:



Shannon Frias, Housing Programs Manager

Approved December 3, 2014



Kelly McKinnis, Board President