

Gunnison Valley Regional Housing Authority

Regular Board Meeting Minutes

September 12, 2018

202 E. Georgia Avenue, Gunnison CO

1. Call to Order

Carlos Velado called the meeting to order at 3:04 pm.

Members Present

Jim Gelwicks, City of Gunnison
Michael Yerman, Crested Butte
Jim Schmidt (Secretary) Crested Butte
John Messner, Gunnison County
Ellen Harriman, City of Gunnison
Carlos Velado (Vice-Chair) Mt. Crested Butte
Todd Barnes, Mt. Crested Butte
Matt Feier (Treasurer) Member-at-Large

Members Absent

Kelly McKinnis (Chairperson)

Staff Present

Jennifer Kermode, Executive Director

Public Present

Chris Haver, Crested Butte Alternate
Jim Starr, GVHF

2. Public Comment

There were no public comments.

3. Consent Agenda

Jim S. Asked to be reminded about how high an APA tenant's income can go to before they are no longer eligible to remain a tenant. Jennifer reminded the Board that a tenant's income can increase to 140% of their original income during their tenure. Additional discussion surrounding AMIs ensued. John asked about the status of the tenant whose tenure was disrupted by the water leak. Jennifer informed the Board that we sent her email to our attorney who recommended we wait until the tenant asks for something specific. The leak in her apartment has been fixed. Staff will be sending Coburn the invoice for the repair work.

John asked for the GV-HEAT program staff report to be moved out of the Consent Agenda and into Administrative Items for a full discussion about its future with the GVRHA.

Jim Starr informed the Board about the status of the ballot work; yard signs are getting out, focus is around employers and businesses, there seems to be mildly mixed reactions but once folks are informed about the measure they move toward a more favorable position. The GVHF is looking at a few possible property purchases with some in CB South and one with the USFS.

There being no other discussion about the Consent Agenda, Ellen moved to approve the consent agenda with the HEAT program moved to Administrative Items, John seconded. Motion passed unanimously.

4. Administrative Items

a. Member Updates

Jim G. added a footnote that the City did have a second reading on land transfers that can now happen by policy and not election, thus the next steps for Lazy K are going out to requests for ideas on what the housing could look like on the acreage set aside for it. Gunnison Rising is being re-thought as to what the land use would look like; the City and Western are looking at access points through Western by an extension of Georgia Street; the developer is now looking out to build the residential portions first and then the commercial. Western is expecting to build 22 units there and an additional 60+/- by the developer. Some will be deed-restricted for affordability and some will be market. The rest of the parcel would be built out in phases subject to absorption rates. Density and infrastructure demands are being considered with increased development potential. Annexation into the City requires that any water rights associated with the land to be annexed become the City's. Gunnison Rising is already annexed into the City.

There are 27 applications for the City's ComDev Director position which is open until the second week of October. Jim G. anticipates an October decision with someone on Board by year end. The City has also been looking at ways to address uninhabitable housing/mobile homes and looking at a contractor to work with to remove up to 30 - 40 units at roughly \$5500/unit, but if there is asbestos the cost goes up between \$8 - \$10,000. The City would look at some type of financial assistance to owners who agree to work with them on getting substandard/uninhabitable units out of their parks. Alternative housing types such as containers may be allowed depending on meeting certain codes. Manufactured housing presents a possibly strong cost-saving option as well.

Jim S. applauded all the work the City has been doing for workforce housing.

Michael asked Carlos if MtCB has had further discussion about the 17-acre parcel by Town Hall. Carlos replied that a work session will be scheduled once Brush Creek conversations are done.

John informed the Board that he has been working with the House Majority Leader Casey Becker about creating an interim committee to develop a more comprehensive list of legislative items that would: a) pass the House and b) be effective, relative to financing, lending, assessments, reducing barriers to local governments addressing their own issues.

Jim S. asked Matt about the status of the CBMR sale to Vail Resorts; Matt replied that they anticipate many of the development requirements the Millers have on their properties will flow through to Vail.

b. TABOR Notice

Jennifer reminded the Board the TABOR Notice has very strict requirements about its wording and timelines. Jennifer has drafted some thoughts about it and the spending numbers after consulting with Kim Crawford. The spending numbers for the past four years have come directly from the GVRHA audits. John asked why some 2014 and 2016 were so low relative to the other years; Jennifer explained that the high years were a result of the GVRHA receiving developer fees from the construction and perm financing of Anthracite Place.

Jennifer asked Jim Starr and the Board to provide input into the narrative for the “pro” statement to the TABOR Notice. Questions were raised about any additional “con” statements other than the one already submitted by Rikki Santarelli and there have been none received. Jennifer also stated that as the Designated Election Official for the GVRHA she is not required to spell-check, clarify or re-format in any manner “pro” or “con” statements delivered to her.

A “Pro/Con” statement is in rough draft form from the League of Women voters after an interview with Jennifer for her “pro” statements.

c. One Valley Housing Plan Update

Jennifer noted no new changes to the most recent update as Willa is out of county for now; Chris Haver, Jennifer and Willa are continuing to work on it. The Board will consider a title and brand for the end product when it is developed. Michael asked about the purpose of the worksession with the electeds and what staff needs to do to prepare for that. Jennifer referred him to Willa’s invitational email.

d. Tax Revenue Administration Policy

Jennifer informed the Board that she has spoken with the County Finance Director as directed by the Board, to discuss if there was any benefit to have the County administer the funds; her response is that no, there is no benefit or advantage to the GVRHA for the County to get involved.

The Board reviewed the most recent draft of the Policy and made the following comments: In Section 2 add as one of the criteria used in evaluating allocation of revenues is whether or not a proposal has already been submitted for approval or vetted through other means by the public and the local jurisdiction. The Board will hold one more worksession to finalize elements of the Policy before it’s brought to the Board at the October meeting for adoption. Ellen liked the additions shown in red from the previous discussion.

e. Board Retreat in November

The Board discussed Kelly and Jennifer’s idea to have a half-day retreat once the vote is completed. It was decided that a Wednesday or Thursday is best for days during the week and middle of the day with a lunch provided. Jennifer will send a Doodle poll out for a date prior to Thanksgiving.

f. GV-HEAT Program Update

The GV-HEAT program update was moved to this section so that we can fully analyze where the best venue is for the program to live. John believes the GVRHA is the best place for the program to reside due to capacity, physical location and ability to capitalize on established relationships. Jennifer discussed the work that Christian has been doing to streamline the intake process and reduce costs and time spent.

It was determined that John and Christian will meet with Gregorio and his team from InsuSeal to get the contractor work covered for HEAT as this has been the highest barrier to getting work completed. Jennifer and Michael Harris (from CARE) will work with the utility providers to continue their support into next year.

Grant funding is still an issue for getting funds that are not restricted so that we can address needs that clients have that CARE will not cover. The capacity of the Housing Foundation was discussed; some sort of partnership will be developed between the GVRHA and the Foundation to establish long-term survivability of the program.

5. Other Business

6. Adjourn

The meeting was adjourned at 5:14 am.

Minutes prepared by:



Jennifer Kermode, Executive Director

Approved on 10.10.18



~~Kelly McKinnis, Chair~~ Carlos Velado, vice chair

GVRHA

BUDGET VS. ACTUALS: 2018 - FY18 P&L

January - September, 2018

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
04 County Contribution	70,125.00	70,125.03	-0.03	100.00 %
05 City of Gunnison Quarterly	39,750.00	39,750.03	-0.03	100.00 %
06 Town of Crested Butte Quarterly	44,064.00	44,062.47	1.53	100.00 %
07 Town of Mt CB Quarterly	43,500.00	32,625.00	10,875.00	133.33 %
10 APA Managment Fees	9,976.00	11,223.00	-1,247.00	88.89 %
11 Anthracite Place Salary Reimbursement	16,992.00	20,721.78	-3,729.78	82.00 %
12 Mtn View - mgmt Fee	12,600.00	36,825.03	-24,225.03	34.22 %
Mtn View - Ops Subsidy	18,756.00		18,756.00	
Mtn View - Perf Incentive	7,390.00		7,390.00	
Total 12 Mtn View - mgmt Fee	38,746.00	36,825.03	1,920.97	105.22 %
13 Stallion Park - mgmt	4,939.60	5,634.00	-694.40	87.67 %
16 Interest Income	1,052.87		1,052.87	
26 Section 8 Admin Fee	10,893.46	12,600.00	-1,706.54	86.46 %
29 RE Commissions	3,853.44	3,750.03	103.41	102.76 %
30 Application Fees		749.97	-749.97	
Uncategorized Income	1,054.14		1,054.14	
Total Income	\$284,946.51	\$278,866.34	\$6,880.17	102.47 %
GROSS PROFIT	\$284,946.51	\$278,866.34	\$6,880.17	102.47 %
Expenses				
35 Accounting Services	7,207.00	8,714.97	-1,507.97	82.70 %
36 Advertising & Legal Notices	1,525.56	2,250.00	-724.44	67.80 %
37 Admin Expense	899.46	2,999.97	-2,100.51	29.98 %
40 Computer Hardware		1,275.03	-1,275.03	
42 Software		375.03	-375.03	
43 Computer Tech Support	75.00	749.97	-674.97	10.00 %
45 Copier Lease	1,323.18	1,323.00	0.18	100.01 %
46 Copier Services	629.07	487.53	141.54	129.03 %
47 Telephone - Service	716.06	697.50	18.56	102.66 %
48 Admin Assistant	0.00	13,650.03	-13,650.03	0.00 %
49 Dues & Memberships	1,025.00	900.00	125.00	113.89 %
50 Schools & Training	879.95	4,875.03	-3,995.08	18.05 %
51 Insurance & Bonds	4,060.21	3,375.00	685.21	120.30 %
53 Internet Service Provider	1,450.34	697.50	752.84	207.93 %
54 Internet Subscriptions	1,694.50	1,874.97	-180.47	90.37 %
55 Legal Services		10,500.03	-10,500.03	
56 Office Supplies	3,054.06	2,774.97	279.09	110.06 %
57 Postage	371.09	675.00	-303.91	54.98 %
59 Professional Services	2,603.05	19,500.03	-16,896.98	13.35 %
60 Rent Blue House	7,308.00	7,312.50	-4.50	99.94 %
61 Salaries	142,587.15		142,587.15	
62 Salaries - Benefits	38,121.62		38,121.62	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
64 Travel - Meals	239.18	1,312.47	-1,073.29	18.22 %
65 Travel - Transportation	2,878.30	7,462.53	-4,584.23	38.57 %
66 Travel - Lodging	642.77	4,237.47	-3,594.70	15.17 %
67 Automobile Expense	1,770.81	1,125.00	645.81	157.41 %
68 Website		900.00	-900.00	
Total Expenses	\$221,061.36	\$100,045.53	\$121,015.83	220.96 %
NET OPERATING INCOME	\$63,885.15	\$178,020.81	\$-114,135.66	35.89 %
NET INCOME	\$63,885.15	\$178,020.81	\$-114,135.66	35.89 %