

**GUNNISON VALLEY REGIONAL HOUSING AUTHORITY**  
**BOARD OF DIRECTORS MEETING**  
**Blackstock Government Center/Zoom**  
**221 N Wisconsin, Gunnison – Planning Commission Board Room**  
**December 8, 2022**  
**2:30pm**

**Agenda**

1. **Call to Order, Roll Call, Introductions** **2:30pm**
  
2. **Public Comments (5 minutes per person)**
  
3. **Consent Agenda:**
  - a. 11.10.22 Meeting Minutes
  - b. Staff Reports
  
4. **Administrative Items:**
  - a. Budget Approval
    - i. GVRHA Ops
    - ii. APA
  - b. IGA Renewal Approval
  - c. DR Violation Update
  
5. **New Business**
  - a. Transformational Affordable Housing (TAH) Grant Program
  - b. Impact Development Fund Partnership
  - c. DR Compliance Memorandum

**6. Adjourn**

**Next meeting scheduled for January 12, 2022 in Crested Butte.**

**Accommodations for handicapped persons can be made upon request.**

Join Zoom Meeting

<https://zoom.us/j/94309737328?pwd=RzI5Q2VINlBsR0pBYXhCWmp3bGNGQT09>

Meeting ID: 943 0973 7328    Passcode: 406753    Call 1 312 626 6799 US (Chicago)



**GUNNISON VALLEY REGIONAL HOUSING AUTHORITY**  
**BOARD OF DIRECTORS MEETING**  
**Zoom - Gunnison Public Library**  
**1 Quartz Street, Gunnison - Conference Room C**  
**November 10, 2022**  
**2:30 – 4:30 pm**

**Meeting Minutes**

**Agenda**

**1. Call to Order, Roll Call, Introductions 2:38pm**

**a. Members Present**

*Carlos Velado, Mallory Logan, Gabi Prochaska, Chris Haver, Josh Lambert, Alec Lindeman*

**b. Staff/ Public Present**

*David Reed (Council), Andy Kadlec, Chris Peterson, Lauren Woodyard, Bree Rosewood, Lauren Koelliker (Valley Housing Fund), Erin Ganser (Town of Crested Butte)*

*CP introduced Bree Rosewood, new admin hired a few months ago*

**2. Public Comments (5 minutes per person)**

*No public comments presented*

**3. Consent Agenda:**

*Motion to approve- CH motioned, GP seconded, Approved (CV, AL Abstained)*

**4. Administrative Items:**

**a. ED Update**

*AK Gave a brief overview of the first month director report – building relationships, board members, first month a lot of introductions, draft budget, updated budget attached, still working budget that will be ready for approval by December – ML asked how the meeting went with Yampa Valley Housing Authority- AK – discussed relationship establishment with Jason Peasley, thinks they have a good setup that GVRHA can use as model, and will be doing monthly check-ins*

**b. Budget Conversation Updates**

*AK- presented updated draft budget – better defined than last month – no major updates – positive that IGA partners have committed to contribution increases- ML asked for clarification on the MCB contributions – Update on DHA Rehab loan program and loan servicing of rehab portfolio and – income to date has not been collected, GVRHA will catch up on missing fees and have added accurate number to FY 2023 budget – no other significant changes to income side of things – Expenses better updated on salary and staff benefits- AK clarified fund balances from last months draft budget and have accurate numbers in this draft per 2020 and 2021 YE Audit – ML asked if salary payroll expenses are adjusted from making significant Cost of Living adjustments – AK clarified the increases are there with an effective execution date of Jan 1<sup>st</sup> 2023- ML asked if there was any budget for year-end benefits, bonuses – CH mentions that this year raises are big – AK confirms there are not specific budget line items for Staff recognition- AK will look into that. ML likes Laurens salary*



assessment that was presented earlier in the year and wants to make sure we are offering good salaries per the market needs. AK noted Strategic planning is also reflected in this budget.

EG- asked about allocating any budget lines towards compliance tech and platforms, specifically deed restrictions AK- it's been discussed but no specific ideas here. EG- year of discovery to understand full burden, offering help to understand what kind of support is needed to streamline compliance (integrated compliance software support) GP- wondering what type of compliance, deed monitoring?

Strategic Planning- ML- what's the timeline for implementing Strategic planning - AK- would like to wait and see how the OVLC housing strategy team and process gets going first. This will be a tool to inform what we will be doing. Alignment of the HA with the OVLC strategy – ML- agrees, OVLC Launch is on December 14<sup>th</sup> – wants to make sure we are in front of the jurisdictions budget planning season – ML -do we want to bring any guidance of questions to that launch? CV- will also be at OVLC and willing to be conduit for HA comments at the OVLC Launch- ML- helpful to get questions together that we want to ask at the launch

Tech Issues- CV moves to return to in-person meetings again for better efficiency and productivity

CV- goal to have budget approved at next meeting? - AK- yes, at Dec 8<sup>th</sup> meeting

c. IGA Renewal - Draft IGA presented

AK- basic draft of the second amendment to IGA- asking for a 12 month extension with no major material changes, goal to present more defined and detailed IGA in 2023 – David- still need to review original and first amendment of the IGA. For convenience, may want to consider taking original agreement, amendment 1 and 2 and combining into an amended and restated IGA for convenience. GP- is it worth it for 1 year? EG- amended and restated makes things easier- CV- Agrees its easier if it's in one shot, would support that. Also asks board to have respective staffs to look at section 1.3 (functions and services of HA) and comment on that. Clear understanding of services provided and services expected - ML agrees – conversation on section 1.3 and all of the intended services – GP- wondering if these need to be better stated – AK thinks these are all services that GVRHA 'could' do in case a need to serve a function comes up. CV- who drafted second amendment? – AK did, but just did a very brief update of first amendment, not enough time to really vet this amendment this year - CV- basically this is a placeholder for 1 year. Would be nice to have the 5-year commitment, instead of doing it twice. – ML- from City, so much has changed over the past year in leadership, wasn't seeing lots of results from HA, so probably wouldn't support a 5-year IG without a strategic plan, wants to see better funding. CV- makes sense, not opposed – EG- seconds ML point, supports a sort of 'audit year' – CH- how is the update vision narrative incorporated into this IGA? AK – hasn't been proposed yet to be part of this, more of an optimistic vision of this 'audit' year to prep for 2023 ask. CV- when would this IGA be presented? -AK final draft for dec 8<sup>th</sup> BoD meeting. -CH- if asking for 1 year, try to lay out better expectations in the next year to add to this IGA, maybe fold in the vision narrative into this IGA ask to help define what partners should expect in this year.- CH- many members on council will be reading this IGA for the first time, it's all new to the current members AK- can modify and add narrative presented to city managers to the IGA ask as some sort of cover letter or attachment/exhibit to help councils understand where things are.

## 5. New Business

a. SLPs (Special Limited Partnerships)

i. Valley Housing Fund

LK- Paul Redden Workforce Project – requesting this from board- parcel in Crested Butte on Butte avenue, 3 lots stacked together, placed 3 new manufactured homes, they are workforce deed restrictions, minimum 2 local workers, GVRHA



manages. Requesting SLP to the 3 lots, VHF retains ownership. - CP- different from previous SLPS, much less work, just to assist VHF in prop tax exemptions, no additional or ongoing work on the HAs side, other than atty fees. HA collects 15% on the management agreement. AK- easy lift on our end, provides further affordability and availability for VHF to invest in future developments, fully supports it – EG- if VHF gets to the point of selling, the SLP would extinguish? LK- yes. Working on a LOI to move the process forward. CP- Waiting to hear from attys to get an update here. Presented today as a general fyi to see if BoD had any concerns before formal approval.

ii. 6<sup>th</sup> and Butte

(Different Project) – EG- a heads up, project had 2 parcels TWG is development partner on one of the parcels, will be approaching GVRHA to start discussing a preliminary SLP – LIHTC application due on Feb 1<sup>st</sup>. will be asking for a resolution to add to the application expressing HAs intent to enter into an SLP on this project. TWG will be approaching GVRHA soon for support on the tax credit application due Feb 1<sup>st</sup>.

b. Housing Film Screening Opportunity

AK - A Decent Home—documentary on manufactured housing insecurities and challenges, with a focus on a Colorado-based park (Denver Meadows) that closed. 2 screenings coming to Gunnison Valley on Dec 7<sup>th</sup> and 8<sup>th</sup>. ONE Board from Country Meadows will be hosting screenings for awareness of their situation as well as fundraising to help with their legal process. AK – 2 showings with 2 different intents: Crested Butte- community facing, targeting community leaders and non-residents to raise awareness, Gunnison- resident facing, bilingual, targeting resource support for residents in MHPs. VHF committing to assisting in a match up to \$2k of donations. Good opportunity for the HA to be a bit more front facing and involved in the community. AK would work with the ONE board to assist in advertising, prep, hosting. ML- yes, something we should be involved in – CH- lets reiterate programs that are out there from GVRHA – CV- get Andy out there as new leadership, lots of good here– ML- are the dates set? 7<sup>th</sup> and 8<sup>th</sup>, yes. LK- clarifying the date change, disregard the earlier newsletter sent out from VHF on that. GP- where in Gunnison? Arts Center – ML- discussed Latinx resource night last year, great event with many community partners, that community has felt in the dark without resources, thinks this would be very well received. AK- wonders about what sort of panel should be at each night- local officials, community members? EG- recommends ‘boots on the ground’ people more than officials, like HOA president of red lady estates. Usually a big gap between leaders and the housing challenged (Jason Macmillan?) try to make sure we are focusing on panel people who live it vs officials. General agreement. GP- signature cocktail! CV- elected should be listeners, give residents the opportunity to take the stage, often they aren’t represented. ML- all board members should show up.

c. Additional New Business

CP- we have a deed restriction violation up valley. Not a property we manage, but we do process apps for this property. Appeal has been requested, the board needs to prepare a committee of 3 (1 being the board chair) for the hearing. It’s a unique and different situation. Hoping to set the date of the hearing the week after Thanksgiving. CV- clarifying that there isn’t much that can be shared, is the appeal regarding something with the application or a DR violation? CP- a bit of both, there will be some conflicts as well- CV- is David up to speed? – CP- this just came up this afternoon, appeal is coming, hasn’t been formally submitted. Volunteers for the committee- CV, CH, GP, AL, JL. CP- will send out a doodle poll to get availability once formal request comes in.

EG- Marketing bill passed! Good to understand how we get that into housing and daycare, will look up for some more information on this process and touch base with AK as things unfold.



CV- next meeting December 8<sup>th</sup>, in Crested Bute- fully support meeting in person – CH-lets keep having zoom option though – ML- ADH screening on the 8<sup>th</sup> in Gunnison, might be tough to have that in Crested Butte- GP- do one more in Gunnison then switch to Crested Butte in January?- AK- will find a space in town with better tech. CV- zoom should be for legal council and public? Preference is just for council- AK – Zoom is also good for recording minutes, other situations when someone cant be there in person, and for general public and GVRHA staff to attend. GP- nice to still be able to listen in if you are gone - CV- let's get the technology dialed. **Remote access:** can a board member vote if they are remote- is that ok with our bylaws? Mt Crested Butte and Gunnison, can listen in but cannot vote. Crested Butte can listen and vote, it's not specifically disallowed. DR- it's permissible. CV- not opposed, wants to just make sure we can do it. No legal issue, more of a policy decision. DR- doubts there is a specific prohibition. AK- can we formalize in our docs to make it specifically allowed? DR- yes. CV- bylaws are probably old and don't contemplate this.

ML- what happened with prop 123? AK- its very close, doesn't think it has been formally announced yet.

CV- December is last meeting of the year, will we have year end financials to approve at the final meeting? AK- yes.

## 6. Adjourn

GP- motion to adjourn, ML seconded- time 4:06pm

**Next meeting scheduled for December 8, 2022 in Gunnison.**

**Accommodations for handicapped persons can be made upon request.**

Join Zoom Meeting

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## November 2022 Property Management Update

### Elk Valley – 7 Units

- 1 open unit, move-in scheduled for mid-late December

### The Ruby

- 0 rooms open

### RE1J – 2 Units

- 0 units open

### Mountain View Apartments – 28 Units

- 2 units unoccupied
- 1 additional move-out in January
- MOR review was completed
- County is working to complete the REAC repairs by due date of 12/7/22

### Anthracite Place Apartments- 30 Units

- 2 units available
- 1 60% 1 bdr unit becoming available
- 1 50% ANSI A 1 bedroom unit should be ready to list 12/15/22

### Paul Redden Work Force Housing – 3 Units

- Experienced some delays
- 2 move-ins tentatively scheduled for 12/15/2022
- 1 unit to be listed as we get closer to completion



## November 2022 Report

Prepared by Gesa Michel

### CARE – Colorado Affordable Residential Energy

A Colorado state-run program assisting income-eligible households with free home energy assessments and eligible upgrades to improve one's home's comfort, safety, and efficiency. Households are eligible when they are at 80% Area Median Income (AMI) income or less. Goal to Retrofit in 2022: 32 homes

#### Work through November

- CARE Applications Approved in 2022: 36
- CARE Assessments Completed in 2022: 28
- CARE homes retrofitted in 2022: 25

### GreenDeed program

A Town of Crested Butte – GV-HEAT partnership offering energy assessment, report, and upgrades to deed-restricted homes within town limits up to a total of \$5,000/per home. Participants contribute \$50 towards the assessment. This is Year 2 of the program, and we will expect to serve 15 homes in 2022.

- GreenDeed Assessments Completed: 15
- GreenDeed Retrofits Completed: 12
- GreenDeed Homes to Service in December 2022: 3

### Energy Smart Colorado (ESC)

Energy Smart Colorado is partnering with GV-HEAT as a resource hub. GV-HEAT facilitates ESC energy assessments at a \$350/home value. Both GCEA and the Gunnison City Electric offer a \$250 discount so that the homeowner cost is only \$100/assessment

- 7 ESC Assessments Completed in GCEA area.
- 8 ESC Assessments Completed in City of Gunnison area.

### Outreach in November

- Prepared and attended Mobile Home Park Advisory Group Meeting re Year 2 Research with PiER Institute of Kaiser Permanente.
- Met with Climate Action Coalition facilitated by GCEA.
- Met with GCEA representatives to collaborate regarding the Inflation Reduction Act incentives.

**2023 DRAFT OPERATING BUDGET**  
**12/5/2022 - GVRHA**

	A	B	C	D	E	F
1	<b>INCOME</b>	<b>2021 Approved</b>	<b>2021 Year End</b>	<b>2022 Budget</b>	<b>2022 YE Estimated</b>	<b>2023 Proposed Budget</b>
2	Community Contributions					
3	County	93,500.00	93,500.00	93,500.00	93,500.00	128,500.00
4	City	58,750.00	58,750.00	58,750.00	58,750.00	93,750.00
5	Crested Butte	58,750.00	58,750.00	58,750.00	58,750.00	93,750.00
6	Mt. Crested Butte	58,750.00	58,750.00	58,750.00	58,750.00	93,750.00
7	<b>Total Community Contributions</b>	<b>269,750.00</b>	<b>269,750.00</b>	<b>269,750.00</b>	<b>269,750.00</b>	<b>409,750.00</b>
8	Management Fees					
9	Anthracite Place Apts	15,772.00	15,768.00	16,250.00	16,250.00	17,000.00
10	Salary Reimbursement	24,510.00	24,510.00	25,248.00	25,248.00	28,277.76
11	Mountain View Apts MGMT Fee	20,400.00	20,496.00	20,500.00	33,058.78	22,000.00
12	Mtn View Ops Subsidy	24,000.00	25,008.00	25,000.00	25,000.00	26,000.00
13	Performance Incentive	7,200.00	7,480.00	7,100.00	7,686.67	7,200.00
14	Laundry		3,556.00	3,600.00		
15	Elk Valley Townhomes	22,680.00	16,380.00	16,300.00	13,650.00	20,000.00
16	GWSD	4,320.00	4,320.00	3,600.00	0.00	4,320.00
17	Paul Redden Units - VHF			0.00	0.00	12,060.00
18	The Ruby			12,000.00	7,000.00	12,000.00
19	Housing Matters			8,400.00	0.00	
20	Project Fee Revenue		60,000.00			
21	Services		11,500.00			
22						
23	<b>Total Management Fees</b>	<b>118,882.00</b>	<b>117,518.00</b>	<b>137,998.00</b>	<b>120,893.45</b>	<b>148,857.76</b>
24	Interest Income	1,200.00	987.00	750.00	845.85	1,200.00
25	<b>GV-HEAT Revenues</b>	<b>136,500.00</b>	<b>161,868.00</b>	<b>159,500.00</b>	<b>105,887.59</b>	
26	Care Program					104,500.00
27	Green Deed					112,400.00
28	Energy Smart					5,100.00
29	Support Grants					10,000.00
30	<b>Total GV-HEAT Revenue</b>					<b>232,000.00</b>
31	Administration Fees					
32	Section 8	0.00	955.24	0.00		0.00
33	Other: SFOO Rehab Fees	30,000.00	71,500.00	17,500.00		24,000.00
34	Other: SFOO DPA Fees	0.00		17,500.00		22,000.00
35	<b>Total Administration Fees</b>	<b>30,000.00</b>	<b>235,310.24</b>	<b>35,000.00</b>	<b>0.00</b>	<b>46,000.00</b>
36	Real Estate Commissions	93,601.00		55,000.00	0.00	10,000.00
37	CBDG Program Income		214,481.00			
38	<b>TOTAL INCOME</b>	<b>649,933.00</b>	<b>837,059.24</b>	<b>657,998.00</b>	<b>497,376.89</b>	<b>847,807.76</b>
39						



**2023 DRAFT OPERATING BUDGET**

**12/5/2022 - GVRHA**

	A	B	C	D	E	F
41	<b>EXPENSES</b>	<b>2021 Approved</b>	<b>2021 Year End</b>	<b>2022 Budget</b>	<b>2022 Current</b>	<b>2023 Draft Budget</b>
42	Accounting	17,000.00	34,030.00	26,000.00	8,410.60	15,000.00
43	Advertising & Marketing	3,000.00	2,640.29	3,000.00	5,460.23	5,000.00
44	Administrative Expense	3,000.00	2,836.86	4,600.00	2,583.61	4,000.00
45	Bank Fees	120.00	240.07	120.00	522.34	120.00
46	Computers		3,618.00			
47	Hardware	500.00		500.00	10,975.13	1,000.00
49	Software Programs	400.00		0.00	0.00	1,000.00
50	Technical Support	600.00		600.00	262.50	1,000.00
51	Contracted Services				3,697.42	
52	Copier Lease	1,764.00	1,996.19	1,800.00	1,797.04	1,860.00
53	Copier Service	1,500.00	1,663.53	1,500.00	1,416.34	1,500.00
54	Internet & Monitoring - Jail	1,550.00	1,213.22	2,000.00	1,888.77	2,000.00
55	Telephones	3,000.00	2,240.11	5,400.00	829.33	2,200.00
56	Deed Monitoring		1,891.39		1,896.77	12,000.00
57	Dues & Memberships	3,500.00	3,823.00	4,000.00	2,060.00	3,500.00
58	Education & Training	5,500.00	7,325.91	6,100.00	3,064.00	15,000.00
59	GV-HEAT Expenses	138,850.00	168,394.00	159,000.00	107,072.25	222,000.00
60	Insurance	5,400.00	7,088.01	9,000.00	10,996.33	14,000.00
61	Misc		16,000.00			
62	Internet Blue House	3,000.00	1,898.45	3,500.00	1,773.65	2,280.00
63	Legal Services	18,000.00	27,724.00	18,000.00	15,443.00	15,000.00
64	Office Supplies	3,800.00	5,557.10	4,000.00	5,088.63	4,000.00
65	Postage	900.00	969.73	900.00	247.85	500.00
66	Professional Services/ Strategic Planning		1,447.70		29,653.44	15,000.00
67	Website Design	43,000.00	26,212.04	16,000.00	1,099.95	5,000.00
68	Blue House	9,750.00	9,744.00	10,200.00	13,516.00	13,296.00
69	Jail Rent	3,840.00	4,913.26	2,650.00	3,427.19	4,500.00
70	SFOO Rehab Expenses	30,000.00	4,512.49	0.00	287.68	
71	Mileage	2,000.00	0.00	1,100.00	1,155.32	2,000.00
72	Lodging	1,500.00	0.00	1,500.00	390.00	2,000.00
73	Website hosting and mgmt	2,000.00	0.00	1,250.00	900.00	1,500.00
74	Salary Payroll benefit	68,720.00	83,631.70	67,564.00	63,976.23	73,311.93
75	Salary Payroll Tax Expense	24,960.00	17,947.00	26,352.00	15,653.33	35,978.00
76	Salary Payroll Wage Expense	235,800.00	238,372.45	272,200.00	214,507.13	335,780.00
77	Travel Expense (conference training)	5,000.00	4,534.00	0.00	2,168.49	3,000.00
78	Auto Expense	1,500.00	470.89	1,500.00	3,883.54	3,500.00
79	<b>TOTAL EXPENSES</b>	<b>639,454.00</b>	<b>682,935.39</b>	<b>650,336.00</b>	<b>536,104.08</b>	<b>817,825.93</b>
80						
81	<b>NET INCOME/(LOSS)</b>	<b>10,479.00</b>	<b>154,123.85</b>	<b>7,662.00</b>	<b>-38,727.20</b>	<b>29,981.83</b>

**2023 DRAFT OPERATING BUDGET**  
**12/5/2022 - GVRHA**

	A	B	C	D	E	F
82						
83	<b>Program Expenditures</b>	<b>15,479.00</b>		<b>32,342.00</b>	<b>0.00</b>	<b>29,981.83</b>
84	<b>Tabor Reserves - 3% of Non Govt Exp</b>	<b>19,034.00</b>		25,000.00	16,083.12	24,534.78
85	Fund Balance Beginning Year	340,603.00	647,158.00	801,740.00	801,470.00	762,742.80
86	Restricted Fund Balance Beg Year	19,498.00		10,000.00	10,000.00	19,498.00
87	<b>Fund Balance End of Year</b>	<b>351,082.00</b>	<b>801,740.00</b>	<b>809,402.00</b>	<b>762,742.80</b>	<b>792,724.63</b>
88	<b>Fund Balance with APA Note</b>	<b>1,436,205.00</b>		<b>1,253,210.00</b>	<b>1,253,210.00</b>	<b>1,436,205.00</b>

# Anthracite Place Apartments, LLC

## 2023 Draft Budget

Thru Q3 2022

	2022 Budget	2022 YE	2023 Draft Budget	Y-o-Y Change	\$\$ per Unit
<b>Income</b>					
Application Fees	450	-	300	(150)	15
HAP Payments	20,220	16,414	5,600	(14,620)	674
Rental Income	276,270	222,156	287,351	11,081	9,209
Service/Fee Income	-	-	-	-	-
<b>Total Income</b>	<b>\$296,940</b>	<b>\$238,570</b>	<b>293,251</b>	<b>(3,689)</b>	<b>\$9,898</b>
<b>Expenses</b>					
53 - Minimum Distribution	5,407	5,275	5,500	93	180
Accounting Services	14,500	10,330	15,000	500	483
Advertising and Promotion	850		300	(550)	28
Bank Service Fees		1,692		-	-
CHFA Loan Interest	51,484	47,280	5,476	(46,008)	1,716
Contract Labor	10,000	15,948	15,000	5,000	333
Fire Alarm Monitoring	1,500	12,058	6,000	4,500	50
Insurance Expense	4,800	652	1200	(3,600)	160
Landscaping and Groundskeeping	1,200	212	750	(450)	40
Leasing Expense	3,600	911	2,500	(1,100)	120
Office Supplies	500	125	250	(250)	17
Painting & Turnover Expense	5,000		5,000	-	167
Postage and Delivery	250	95	120	(130)	8
Property Management Fees	16,250	15,770	17,575	1,325	542
Salary and Benefit Compensation	25,248	20,799	32,805	7,557	842
Repairs and Maintenance	8,800	14,197	15,000	6,200	293
Snow Removal	17,700	17,790	22,000	4,300	590

	2022 Budget	2022 YE	2023 Draft Budget	Y-o-Y Change	\$\$ per Unit
<b>Expenses Continued</b>					
Supplies	400	26	250	(150)	13
Telephone Expense	375	327	730	355	13
Trash Removal	7,010	6,310	7,360	350	234
Travel Expense	700	-	500	(200)	23
Utilities				-	-
Internet	500	214	660	160	17
Gas - Atmos	9,093	6,286	9,600	507	303
GCEA Electric	5,140	4,427	5,397	257	171
Water/Sewer	20,620	27,945	31,500	10,880	687
Total Utilities	35,353	38,872	55,997	20,644	1,178
<b>Total Expenses</b>	<b>\$210,927</b>	<b>\$208,668</b>	<b>\$200,473</b>	<b>(10,454)</b>	<b>\$7,031</b>
<b>Net Operating Income (NOI)</b>	<b>\$86,013</b>	<b>\$29,902</b>	<b>\$92,778</b>	<b>6,765</b>	<b>\$2,867</b>
<b>Cash Flow (NOI - DS)</b>	<b>\$56,119</b>	<b>\$3,490</b>	<b>\$62,884</b>	<b>6,765</b>	<b>\$1,871</b>
<b>Debt Service (DS)</b>					
CHFA Mortgage Payment Principle	16,890	16,890	19,764		659
Replacement Reserves	9,552	9,522	10,130		338
TOTAL Debt Service	\$27,626	\$26,412	\$29,894		\$996

**SECOND AMENDMENT TO THE  
INTERGOVERNMENTAL AGREEMENT  
ESTABLISHING THE  
GUNNISON VALLEY REGIONAL HOUSING AUTHORITY**

**THIS SECOND AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT** (this "Second Amendment") is entered into as of \_\_\_\_\_, 2022, by and among the BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF GUNNISON, COLORADO, whose address is 200 E. Virginia, Gunnison, CO 81230 ("Gunnison County"), the CITY OF GUNNISON, whose address is P.O. Box 239, Gunnison, CO 81230 ("Gunnison"), the TOWN OF CRESTED BUTTE, whose address is P.O. Box 39, Crested Butte, CO 81224 ("Crested Butte"), and the TOWN OF MT. CRESTED BUTTE, whose address is P.O. Box 5800, Mt. Crested Butte, CO 81225 ("Mt. Crested Butte"); (collectively, the "Parties").

**RECITALS**

WHEREAS, pursuant to the provisions of Section 18 of the Colorado Constitution and Section 29-1-203, Colorado Revised Statutes, in 2012 the parties entered into an Intergovernmental Agreement (the "Agreement") establishing the Gunnison Valley Regional Housing Authority (the "Authority"); and

WHEREAS, the Parties entered into a First Amendment (the "Amendment") in 2017; and

WHEREAS, the Parties have determined that due to changed circumstances and needs of the entities benefitting from the services provided by the Authority, it is the best interest of the Parties and the community benefitting from the services to amend certain provisions of the Agreement; and

WHEREAS, except as otherwise provided herein, the provisions of the Agreement are hereby ratified and confirmed and remain in full force and effect.

**NOW, THEREFORE**, for and in consideration of the mutual promises, covenants, and obligations herein set forth, the parties hereby mutually agree as follows:

Section 1. Section 4.6, "Renewed Commitments from Parties" is hereby amended as follows:

Section 4.6 Renewed Commitments from Parties. The Parties agree that the success of the Authority is of paramount importance to the communities they represent. Additionally, the Parties agree that the success of the Authority is equally important to each of the jurisdictional bodies. To ensure the continued and growing success of the Authority, the Parties to this Agreement acknowledge and agree that continued and sustainable operational funding is needed. The parties hereby agree to fund the Authority for the next one (1) full calendar year, beginning on January 1, 2023 in the total aggregate amount of Four Hundred Nine Thousand Dollars (\$409,000). Funding from each party

shall be subject to annual availability and appropriation by the governing body of each jurisdiction.

- a. *Intent of a one-year agreement.* While the Parties agree to the importance of the Authority to the communities they represent, they also agree that there is a need to further evaluate and provide edits to the current Agreement to better clarify the intent and purpose of the Authority. The Parties understand this temporary one-year agreement is intended to give the Parties an opportunity to create a new amended and restated agreement encompassing all of the terms before expiration of the Second Amendment.
- b. *Addendum A.* Addendum A is attached to the Second Amendment to act as a narrative for the Parties to continue to plan and develop material edits to the current Agreement.
- c. *Proportional Shares of Funding.* The Parties agree to the funding as follows:

<b>Party</b>	<b>2023</b>
County	\$128,500
City of Gunnison	\$93,750
Crested Butte	\$93,750
Mt. Crested Butte	\$93,750

*d. Payment Dates.* The Parties shall pay their respective sums due to the Authority on a quarterly basis each year. In addition to the foregoing, the parties may, from time to time, pay the Authority with proprietary revenues or other public funds for services rendered or facilities provided by the Authority, as contributions to defray the cost of any purpose set forth in this Agreement, and/or as advances for any purpose subject to repayment by the Authority.

## **ARTICLE VII COMMITMENTS FROM JURISDICTIONAL PARTIES**

Section 7.1 Multijurisdictional Plan. The parties to this Agreement agree to assist the Authority in developing and implementing multijurisdictional housing plan to provide: (a) dwelling accommodations at rental prices or purchase prices within the means of families of low- or moderate-income; (b) affordable housing projects or programs for employees of employers located within the boundaries of the Authority; (c) senior housing facilities; and mixed income or mixed use properties that facilitate the purposes of (a), (b) or (c). The parties will assist in developing a pipeline of projects derived from the multijurisdictional housing plan based on key findings and recommendations of the most recent housing needs assessment for the Gunnison Valley.

Section 7.2 Contract with the Authority. When deemed appropriate and reasonable by the relevant party, the jurisdictional parties agree to contract with the Authority for the provision of property management and project services.

Section 2. If any section, paragraph, clause or provision of this Second Amendment shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Second Amendment.

Section 3. Except as amended hereby, the provisions of the Agreement are hereby ratified, approved and confirmed.

Section 4 The Effective Date of this Second Amendment shall be the date of the last party to sign.

Section 5. The parties to this Second Amendment do not intend to benefit any person not a party to this Second Amendment. No person or entity, other than the parties to this Second Amendment, shall have any right, legal or equitable, to enforce any provision of this Second Amendment.

Section 6. Each person signing this Second Amendment in a representative capacity, expressly represents the signatory has the subject party's authority to so sign and that the subject party will be bound by the signatory's execution of this Second Amendment. Each party expressly represents that except as to the approval specifically required by this Second Amendment, such party does not require any third party's consent to enter into this Second Amendment.

Section 7. This Second Amendment may be executed in counterparts, each of which shall be deemed to be an original and all of which together shall constitute one original Second Amendment.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement the day and year set forth below.



GUNNISON COUNTY, COLORADO

\_\_\_\_\_

Chairperson

(SEAL)

ATTEST:

Date: \_\_\_\_\_

\_\_\_\_\_

County Clerk

Approved as to Form:

\_\_\_\_\_

County Attorney

GUNNISON, COLORADO

\_\_\_\_\_

Mayor

(SEAL)

ATTEST:

Date: \_\_\_\_\_

\_\_\_\_\_

City Clerk

Approved as to Form:

\_\_\_\_\_

City Attorney

CRESTED BUTTE, COLORADO

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Mayor

(SEAL)

ATTEST:

Date:.....

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Town Clerk

Approved as to Form:

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Town Attorney

MT. CRESTED BUTTE, COLORADO

\_\_\_\_\_  
Mayor

(SEAL)

ATTEST:

Date: .....

\_\_\_\_\_  
Town Clerk

Approved as to Form:

\_\_\_\_\_  
Town Attorney

Addendum A

**2023 GVRHA Update and Vision**

As Gunnison Valley Regional Housing Authority (HA) begins to develop its next iteration of the Intergovernmental Agreement between regional partners, the HA would like to take a moment to update its partners with proposals for the upcoming Fiscal Year 2023.

Between 2018-2022, the term of the current Intergovernmental Agreement (IGA), there has been no change in the financial commitment of any partners to the operations of the HA. However, costs to the HA in general operating and maintaining staff needs has increased- insurance premiums, cost of living adjustments, housing unaffordability and a market with a severe worker shortage brings the need to ensure current staff is given considerations for their expertise, tenure and value to the organization's growth and development. During this time, the HA has also increased its rental portfolio by managing an additional 3 sites, assuming loan servicing of the Delta Housing Authority's entire rehab loan portfolio, managing lotteries for multiple deed restricted developments and nearly doubling the size of our GV-Heat program, all without adding any additional FT staff positions.

As GVRHA enters its next leadership phase under its newest Executive Director, the HA is formally requesting the following from its jurisdictional partners:

- 1) A 12-month extension of the current IGA
- 2) An increase of the financial contribution to the HA by each party of \$35,000.

Below is a brief overview of major expenditure changes for the HA in 2023, and associated goals or approaches the HA intends to enact to assist in providing the best benefit to all partner contributors:

<b><u>Income</u></b>	<b><u>Change from '22 Expenditures</u></b>
Real Estate Commissions	-55%
- CREC Lawsuit against GVRHA regarding lack of Broker License reduced GVRHA's anticipated commission for the year, specifically on Lazy K Development	
- <i>GVRHA Staff in process of obtaining Broker License, will afford commission income starting Q1-Q2 2023 on all future transactions</i>	
Good Deed / DPA Programs	-68%
- Good Deed program never fully executed-anticipated program income from 2021	
- <i>HA intends to 're-launch' program in 2023 with increased advertising and outreach to better utilize program funding opportunity</i>	

<b><u>Expenses</u></b>	<b><u>Change from '22 Expenditures</u></b>
Salary and Payroll	+20%
- Hired PT administrative assistant mid-2022 for improved front-end support	
- New Executive Director (ED) hire and adjusted benefits	

- Cost of living and retention increases for current staff
- Insurance rate increases
- *Staff retention and consideration for work performed paramount to HA success- as a small staff of 4FTEs, a staff departure would require significant investments to replace skillsets at current market demands*

Education and Professional Development +35%

- Investment in staff ongoing training and education
- Creating a deeper 'bench' of knowledge by cross-training staff on all aspects of HA work
- *Opportunities for development education and strategic planning support, which will benefit HA as a developer partner in SLPs and potential standalone developer in the future*

Strategic Planning + \$15,000

- HA will utilize external consultant in collaboration with new ED to develop action-based strategic plan in collaboration with OVLC process, based on current needs assessment reporting in hand.
- *Utilizing housing assessments completed in recent history and OVLC intended outcomes with a defined plan for growth, with intended completion by Q2 2023*

### **Executive Director Goals - 2023**

As the new ED begins to engage in leadership and collaboration opportunities in tandem with our IGA partners, this increased investment will benefit not only further strength and stability in the organization's current operations, but also the opportunity for the ED to better focus on opportunities for growth, engagement, and development in the Valley with a stronger and more resilient staff supporting general operations. The following proposals are considered priorities the ED intends to focus on throughout the EOY and into 2023:

#### **1) Strengthen Current Intergovernmental Agreement**

- a. Collaboration with Community Partners
  - i. Opportunities to create seats with regional partners invested in housing solutions
    1. Valley Housing Fund, Western, Gunnison Valley Health, Vail Resorts, BLM/NPS
  - ii. Engage local housing and experts in additional representation
    1. Brokers, Developers, Builders, Finance
- b. Assess opportunities for permanent funding streams
  - i. Ballot measures, excise taxes on STRs, and federal and state grants and funds

#### **2) Become a more engaged 'Authority' in housing development in the valley**

- a. Guide development as an engaged participant/partner in current housing projects in progress
- b. Present opportunities for public-private partnerships in development opportunities in the valley
- c. Provide resources and engagement in fundraising, grant opportunities, deed monitoring, property management expertise, legislative knowledge, and policy support to all Valley partners

#### **3) Utilize and understand all methods for preservation of existing housing stock**

- a. Mobile Home Parks
  - i. Utilize rights under new Opportunity to Purchase legislation to manage and preserve MHPs when they are to be sold or redeveloped

- ii. Offer Resources and support to non-profit organizations who preserve MHPs
  - b. Homeowner Incentives
    - i. Adding ADUs
    - ii. Transitioning STRs to LTRs
    - iii. Voluntarily placing deed restrictions on homes
  - c. Oversight of Deed Restrictions
    - i. Better manage the hundreds of deed restricted units in the county
    - ii. Create a unified tracking system for improved oversight and compliance
- 4) Provide further housing expertise to the community through education and outreach opportunities**
  - a. Community Housing Education in collaboration with field experts
    - i. Bring back first-time homebuyer education classes
    - ii. Introduce Renter's rights and MHP resident's rights classes
  - b. Housing Education onboarding opportunities for Board directors and partner staff
    - i. Engage board members in housing education opportunities
    - ii. Utilize support through key partners like CHFA, Housing Colorado, NeighborWorks, etc.
- 5) Support municipalities and the county in researching and proposing land use and housing policy development and improvement**
  - a. Inclusionary Zoning
  - b. Mobile Home Park Protections
  - c. ADUs
  - d. Administrative development approvals
  - e. Utility connections and impact fees
  - f. Variable zoning density opportunities

The Gunnison Valley Regional Housing Authority is committed to being a valuable resource to the Valley's public and private partners and residents. With appropriate funding and support from the jurisdictions, including the opportunity to refocus and redefine our IGA under a shorter 1-year extension, new GVRHA leadership and an engaged board of directors are confident this partnership will provide a great benefit in housing expertise, management and development to all parties involved.

Sincerely,

**Andy Kadlec**  
*Executive Director*  
*Gunnison Valley Regional Housing Authority*

## DOH Transformational Affordable Housing Grant Program Overview:

- \$250K to \$10M in funding per project (\$150M statewide w/ 60% earmarked for rural areas)
- Can be used on a "project gap" basis, not necessarily a \$ amount per door as current DOH programs work,
- Only requires a minimum 25% local match/could fill up to 75% of dev costs
- Qualified uses: Housing infrastructure, gap financing, predevelopment, construction, preservation (and other uses related to homelessness and preservation)
- Could be ideal for helping to fund the infrastructure cost (alongside the DOH land funding), although there is going to be an additional bucket of \$5M grants for municipalities doing infrastructure for workforce projects, or really can be used to fill any gap in the capital stack
- Will be competitive
- AMI Requirements:
  - Rural- 50% of the units must be under 140% AMI.
  - Rural Resort- 50% of the units must be under 170% AMI
- Other requirements: energy efficiency requirements on new development, with Federal IRA credits coming down the line to offset some of that cost
- Applications are due 10 days prior to the 1st of each month to be considered for that month's State Housing Board and require quarterly reporting
- There is also a "Transformational Housing Revolving Loan Fund" for for-profit developers, details TBD
- There is also a "Strong Communities" infrastructure grant program run by DOH / OEDIT, details TBD





**To:** Andy Kedlac, Executive Director GVRHA  
Lauren Woodyard, GVRHA

**From:** Erin Ganser, Housing Director Town of CB

**Subject:** Deed Restriction Compliance Notification Process

**Date:** December 2, 2022

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Through the course of business, municipalities encounter evidence that deed restricted properties may not be operating within the requirements of their restrictions. This memorandum provides guidance on the process for notifying the property owner of the suspected infraction and formally engaging GVRHA in efforts to investigate and bring the property into compliance.

The entity that discovers the suspected infraction shall confirm the requirements in the deed restriction and issue a notice of suspected violation to the property owner via certified mail, copying GVRHA and including a copy of the deed restriction and deed restriction acknowledgement. The notice will communicate that GVRHA is the administrator of the deed restriction and will be reaching out to the property owner to discuss the next steps. Sample language is below:

It has come to the attention of the Town of Crested Butte that your property located at 1234 1<sup>st</sup> Avenue is out of compliance with the recorded deed restriction. A copy of the deed restriction is attached for your reference. This communication serves as the first compliance notice as is required by the Town of Crested Butte's Affordable Housing Guidelines. The Gunnison Valley Regional Housing Authority administers the deed restriction on behalf of the Town. Please contact the Housing Authority within two weeks of the date of this letter to bring your property into compliance. Contact information is provided below:

Lauren Woodyard, GVRHA  
[lwoodyard@gvrha.org](mailto:lwoodyard@gvrha.org)  
(970) 641-7900

Sincerely,  
Erin Ganser  
Housing Director

CC: Lauren Woodyard

Concurrent with issuing the notification letter, the municipality will outline the nature of the suspected non-compliance and evidence in an email to GVRHA.