

GUNNISON VALLEY REGIONAL HOUSING AUTHORITY
BOARD OF DIRECTORS MEETING
Crested Butte Town Hall/ Zoom
Thursday, June 8, 2023
2:30pm

Agenda

- 1. Call to Order, Roll Call, Introductions** **2:30pm**

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

- 3. Administrative Items:**
 - a. May Draft Minutes
 - b. ED Report
 - c. GV Heat May 2023 Report
 - d. May 2023 Financials

- 4. Other Business**
 - a. Strategic Planning 'Final' Draft
 - b. Frontierlands Development Update

- 5. New Business**
 - a. Board Onboarding Contract
 - b. Gunnison Office Changes coming

6. Adjourn

Next meeting scheduled for July 13, 2023 in Crested Butte.

Accommodations for handicapped persons can be made upon request.

Join Zoom Meeting

<https://zoom.us/j/94162271245?pwd=MmdVSS9RclBnbGZ3VVI0a0xuaVFRZz09>

Meeting ID: 941 6227 1245 Passcode: 554114 Call: 1 312 626 6799 US (Chicago)



GUNNISON VALLEY REGIONAL HOUSING AUTHORITY
BOARD OF DIRECTORS MEETING
Crested Butte Town Hall/Zoom
March 9, 2023
2:30pm

Meeting Minutes – Amended 6/8/2023

1. Call to Order, Roll Call, Introductions

Meeting Called to order at 2:30pm

Board Present: Chris Haver, Josh Lambert, Laura Puckett-Daniels, Mallory Logan, Hannes Goehring, Steve Morris, Gabi Prochaska

Staff and Public present: Andy Kadlec, David Reed (Zoom), Erin Ganser

2. Public Comments (Max 5 minutes per person)

No public presented comment.

3. Review and Approval of Minutes: 2.9.23 Regularly Scheduled Meeting

LPD motioned to approve minutes, CH seconded. HG and SM refrained from approval as this was their first meeting. Staff and Board did a brief introduction with two new recently appointed members present, as well as formally accepting the resignations of Alec Lindeman and Sharon Taramarcz.

4. Staff Reports:

- a. Homeownership Presentation – Lauren Woodyard

Presentation was pushed to the April meeting as L.W is taking her Real Estate exam today

- b. GV Heat February 2023 Report

5. Old Business

- a. PM Hire Update

AK announced that a new Property Manager will be starting on March 15th. The new manager, Barb Carroll, will do a brief introduction at the next scheduled board meeting in April.

- b. Frontierlands Status

AK updated the board on negotiations with the owner of Frontierlands, with preliminary contract language in hand after many conversations with the owner. The City of Gunnison has committed to matching a \$10,000 DOLA planning grant to fund predevelopment expenses, with a total of \$20,000 available.

Board and Staff expressed concern over the potential costs this development in terms of home condition and potential significant replacement and repair expenses. AK expressed understanding of these risks, and ensured contract language that would prevent GVRHA from committing to a purchase if the costs were too great, as well as conditions to tie grant funding to closing. GP expressed the expenses that VHF incurred during the Paul Redden project. LPD requested that there was a budget update at the April meeting to better understand GVRHA's financial position.



LPD motioned to Approve using \$20,000 of GVRHA reserve funds to deposit in an earnest account, up to \$10,000 to fund any necessary gap in engineering and predevelopment expenses, and up to \$5,000 in consulting support to determine feasibility of the purchase. ML seconded, and the motion passed with a unanimous decision.

6. New Business

a. Board Retreat 2/22 Follow up

Board gave an overview of the 2/22 board and staff retreat, reviewing the strategic planning needs and priorities ahead for GVRHA. Intentions were to revisit the last portion of the retreat with board assessments, but due to the change in board seats, opted to refrain from that exercise. A subcommittee (CH, LPD, GP) volunteered to instead prepare an onboarding packet and bring to the board at a future meeting to help guide new board members when they join the GVRHA Board. Board directed AK to summarize the board retreat in a memo that can be discussed at the next scheduled meeting and can be used for jurisdictional updates for elected officials.

b. Deed Monitoring Software

Staff and CB Housing Director Erin Ganser gave an update on HomeKeeper, a platform for deed monitoring that would improve compliance and oversight of the Deed restricted units in the valley. They continue to work on collecting estimates for implementation of the software and needed consulting time to port valley data into an integrated system for more effective portfolio management.

c. GVRHA Subpoena – Country Meadows

GVRHA received a subpoena to produce documentation for the Country Meadows/O.N.E. lawsuit. Staff is working with counsel to collect and deliver requested documentation to the requested party, Ski Town Village, LLC by the end of March.

d. Gunnison County Raise Grant Letter of Support

Staff presented a copy of a letter of support for Gunnison County and the Whetstone and Sawtooth developments.

e. Other New Business

No new business was discussed

7. Adjourn

Meeting adjourned at 4:35pm

Next meeting scheduled for April 13, 2023 in Gunnison.

Accommodations for handicapped persons can be made upon request.

Join Zoom Meeting

<https://zoom.us/j/94162271245?pwd=MmdVSS9RclBnbGZ3VVI0a0xuaVFRZz09>

Meeting ID: 941 6227 1245

Passcode: 554114

Call: 1 312 626 6799 US (Chicago)



GUNNISON VALLEY REGIONAL HOUSING AUTHORITY
BOARD OF DIRECTORS MEETING
Gunnison- Blackstock Building/Zoom
May 11, 2023
2:30pm

Meeting Minutes

1. Call to Order, Roll Call, Introductions

2:30pm

Board Present: Laura Puckett-Daniels, Mallory Logan, Hannes Goehring (Zoom), Steve Morris, Gabi Prochaska

Staff and Public present: Andy Kadlec, Lauren Woodyard (Zoom) David Reed (Zoom), Erin Ganser (Zoom)

2. Public Comments (Max 5 minutes per person)

No Public Presented Comment

3. Review and Approval of March 2023 Minutes

*Minutes as presented were amended to include Gabi Prochaska as present at the March 2023 Board Meeting
ML motioned to approve, GP seconded, approval passed unanimously.*

4. ED Report

APA Audit has been completed, GVRHA Audit is in process. Some minor concerns around financial reporting and oversight on vacancy loss, but no material concerns were raised. Accountant search continues, continuing outreach and position description will be sent to board to share with potential options. OVRP in final steps of completing report, anticipated in June 2023. Reviewed Professional Development events in May with GVRHA Staff and general community engagement that occurred in the past month.

5. April Financials

Board reviewed financial statements. GP questioned the inclusion of certain line items related to non-GVRHA rentals. General request for a simplified report moving forward with no need for a year to date month-by-month breakdown.

6. Other Business

a. Frontierlands Development Update

Engineering and onsite inspections began the week of 5/10. This includes Phase 1 ESA, sewer scoping, home inspections and ALTA survey. Reports expected to be completed by end of May for review at next board meeting and in time to submit Housing Development Grant (HDG) application before 5/31. Discussed potential financing solutions with Impact Development Fund (IDF). City of Gunnison Planning Grant approved to front initial expenses of inspection work, with \$20k total committed to cover initial expenses. ML inquired about brownstone grant opportunities for potential additional funding for remediation costs, particularly related to asbestos and lead-based paint. EG mentioned funds from CDPHE that may be available for assistance in this specific type of remediation. SM brought up affordable housing funds that MtCB may have available to contribute towards projects outside of town limits. LPD inquired on HDG grant funds and the need for a match. Still lots of unknown information that should be revealed in the next few weeks.

b. Strategic Planning Feedback



Original Strategic Planning memo presented along with feedback from the Town of Crested Butte. GP commented on the Town's recommendations-no major changes, just adjusted some of the timelines and focus on leadership of GVRHA in OVRP regional planning of the housing development pipeline and task force. EG mentioned clarity to certain tasks, expediting the development of section 8 vouchers to complement Mineral Point LIHTC project as it develops. Also reiterated the strong call for GVRHA leadership in the OVRP housing plan and related timing to move forward the development of a new IGA. GP discussed the desire to formally adopt a draft or working document next month, with a formal adaptation of the aligned strategy of OVRP in tandem with GVRHA's development. LPD requested staff to take TCB recommended comments and discussion in preparation of adoption of a strategic planning memo at June meeting.

7. New Business

a. Sawtooth Draft Management Agreement

GVRHA and Gunnison County have begun negotiations for a management agreement on the Sawtooth Housing development. Property is anticipated to be ready for lease-up late summer 2023. Agreement will be reviewed by GVRHA counsel and staff after feedback is received from Gunnison County.

b. Paradise Park and Homebuyer Education Plan

GVRHA and Town of Crested Butte have begun putting together a more formal structure for year-round quarterly homebuyer education opportunities, including both CHFA certified and general FAQ classes. These classes would be offered in person in both CB and Gunnison, as well as Spanish-speaking classes. LPD asked about the importance of the certified classes, which are more rigorous classes that qualify homebuyers for additional access to lending opportunities through CHFA and focus specifically on the homebuying process, vs a more general FAQ class to discuss deed restrictions and region-specific opportunities for financing and purchasing. Board would like to see a more formal plan in place that provides structure to a year-round process.

c. GVRHA Board Onboarding Update

Board is finalizing an onboarding packet for new board members, including a dropbox folder with key documents pertinent to an incoming board member. This includes a new board member 'contract' that reviews the expectations of a board representative. EG mentioned adding information on understanding 'sunshine' requirements as being a member of a board. This contract will be presented for review at the June meeting.

8. Adjourn

Meeting Adjourned at 4:15pm

9.

Next meeting scheduled for June 8, 2023 in Crested Butte.

Accommodations for handicapped persons can be made upon request.

Join Zoom Meeting

<https://zoom.us/j/94162271245?pwd=MmdVSS9RclBnbGZ3VVI0a0xuaVFRZz09>

Meeting ID: 941 6227 1245

Passcode: 554114

Call: 1 312 626 6799 US (Chicago)





May 2023 Report

Prepared by Gesa Michel

CARE – Colorado Affordable Residential Energy

A state-run program assisting income-eligible households with free home energy assessments and eligible upgrades to improve a home's comfort, safety, and efficiency. Households are eligible when they are at 80% Area Median Income (AMI) income or less. We have a goal of servicing 37 homes in 2023.

Work through May

- CARE Applications Approved: 21
- CARE Assessments Completed: 20
- CARE homes retrofitted: 16

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 3 of the program, and we aim to service 15 homes in 2023.

- GreenDeed Applications Approved: 15
- GreenDeed Applications Waitlisted: 11
- GreenDeed Assessments Completed: 14
- GreenDeed Retrofits Completed: 10

Outreach and Funding in May

- GV-HEAT intern Jacob Hernandez presented findings at WCU Masters in Environmental Management (MEM) symposium displaying the results of 16 interviews with 2021 CARE participants. May 3, 2023.
- CU Boulder/WCU Partnership Mechanical Engineering student presentation regarding their Building Electrification Implementation Plan for income-qualified housing in partnership with GV-HEAT, led by lecturer Emily Artale. In attendance were Laura Puckett-Daniels, County Commissioner; Andy Caler, Energy Outreach Colorado; Rich Stromberg, Equitable Solar Solutions/Coldharbour Institute; Andy Tocke, Little Foot Building; Donny Davol, Nunatak Alternative Energy Solutions; Alantha Garrison, Gunnison County Electric Association (GCEA); Andy Kadlec, GVRHA. May 4, 2023.
- Hosted Quality Control Visit of Energy Outreach Colorado to check on 2022 CARE weatherization work, May 5, 2023.
- Presented Building Electrification Plan at the GCEA Climate Coalition meeting with GCEA board and staff members present as well as energy related regional collaborators. May 10, 2023.
- Presented and educated staff at Gunnison County Health and Human Services Admin, Senior, LEAP, and other eligibility offices about a variety of GV-HEAT programs, focusing on CARE. Distributed materials to include 100 Do you Need Help flyers. May 18 and May 25, 2023.

Gunnison Valley Regional Housing Authority - Executive Director Report

May-June 2023

Administrative

-Accounting Update

-Engaged with Sandy Gantt, SRG Bookkeeping on temporary contract

-GVRHA Audit in process and collecting quotes on PT work

-OVLC Housing Strategy Work session continuing, final plan expected in June 2023

-Discussions with County on future office space planning

-Preparation of 2023 AMI Chart for Gunnison County

Community Engagement/General Updates

Sawtooth Phase 2 Public Hearing

-Expressed support for rezoning approval of Sawtooth Phase 2

Mount Crested Butte Counsel Housing Update

-Presented final strategic plan memo to Mount Crested Butte Council and engaged in conversation with council members on deed restrictions and the OVRP process

Lazy K Phase 4 Pricing and Open House Planning

-Established final sale prices for last phase of Lazy K Development based on new '23 AMI limits

GV-HEAT Summer Staffing Changes

-Worked with GV Heat Program Manager to structure summer office hours with MEM student

Deed Compliance in Mount Crested Butte – Pitchfork

-Collaborating with MtCB Community Development staff to investigate and take steps on suspected deed restriction violation

Mountain View Community improvements

-Brand new washers and dryers installed at MV, now free!

Frontierlands Update

-Challenges and delays in completing work onsite

-Alta Survey, Home inspection report and sewer scoping completed as of 6/4

-Phase 1 ESA and Engineering Overview delayed, anticipated delivery of 6/9 at the latest

-Contract amended at end of May to allow for additional time for delivery of reports and file objections before end of June

Upcoming Events

- **June 20th** – Montrose Housing Summit
- **June 21-22** – DOLA Developers Toolkit
- **June 24th** – Lazy K Open House – 11PM
- **June 28th** – Spanish Homebuyer Education Class - 6PM
- **June 29th** – Lazy K Open House - 4:30PM
- **July 14th** - Lazy K Block Party 2:30PM
- **July 20th** – Lazy K Lottery

July 3-7 AK out of office

GVRHA

Balance Sheet As of May 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
GV Heat Checking (1691)	99,730.98
Money Market Reserved for Projects (4223)	270,771.04
Operations Account (8145)	175,543.96
Petty Cash	100.00
Rehab Loan Account (1681)	486,033.57
Rent (4922)	59,290.89
Security Deposits (6801)	22,014.53
Total Bank Accounts	\$1,113,484.97
Accounts Receivable	
Accounts Receivable	58,562.14
Accrued Accounts Receivable	8,948.00
Total Accounts Receivable	\$67,510.14
Other Current Assets	
Due from APA Operating Account (9015)	0.00
Due from GV Heat (1691)	0.00
Due from GVRHA Operating (8145)	0.00
Due from Rehab (1681)	0.00
Due from Rents (4122)	0.00
Prepaid Expense 2021 Audit	9,000.00
Undeposited Funds	0.00
Total Other Current Assets	\$9,000.00
Total Current Assets	\$1,189,995.11
Fixed Assets	
Accumulated Depreciation	-9,328.00
Vehicles GMC Truck	17,038.56
Total Fixed Assets	\$7,710.56
Other Assets	
Delta Housing Authority Rehab Account (Liability)	-518,134.94
Investment in APA LLC	100.00
Investment in MCGC LLC	100.00
Note Receivable (Due August 31, 2036)	
Interest Receivable RHG LP (2.21%)	604.00
Principle Balance RHG LP	100,000.00
Total Note Receivable (Due August 31, 2036)	100,604.00
Note Receivable (Due August 31, 2049)	
Principle Balance Gardenwalk	427,500.00
Total Note Receivable (Due August 31, 2049)	427,500.00

GVRHA

Balance Sheet As of May 31, 2023

	TOTAL
Note Receivable (Due July 1, 2047)	
Interest Receivable APA LLC (8.50%)	405,605.00
Principle Balance APA LLC	1,030,600.00
Total Note Receivable (Due July 1, 2047)	1,436,205.00
Note Receivable (Due June 30, 2030)	
Interest Receivable Development Fee Agreement (9.00%)	44,061.10
Principle Balance Development Fee Agreement	163,190.00
Total Note Receivable (Due June 30, 2030)	207,251.10
Total Other Assets	\$1,653,625.16
TOTAL ASSETS	\$2,851,330.83
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	38,453.84
Total Accounts Payable	\$38,453.84
Credit Cards	
AMEX Credit Card (81015)	-6,591.32
Capital One Credit Card (4936)	309.38
Elan Credit Card (7255)	-4,098.65
Total Credit Cards	\$ -10,380.59
Other Current Liabilities	
Colorado Department of Revenue Payable	0.00
Colorado, Gunnison Payable	0.00
Deferred Revenue	0.00
Due from APA LLC	-885.00
Due to APA Operating Account (9015)	-652.00
Due to City of Gunnison	17,066.21
Due to Rehab Loan Account (1681)	0.00
Due to Rents (4922)	0.00
Mountain View Rents	896.00
Out Of Scope Agency Payable	0.00
Payroll Liabilities	
Accrued Vacation & Sick Leave	10,768.00
American Funds	-1,151.52
CO Unemployment Tax	-100.92
Delta Dental	49.54
RMHP	1,374.96

GVRHA

Balance Sheet

As of May 31, 2023

	TOTAL
Total Payroll Liabilities	3,948.92
Pitchfork Rents	1,647.96
Security Deposits	-838.00
Elk Valley Security Deposits	7,320.00
GWSD Security Deposits	2,210.00
Mountain View Security Deposits	-241.34
Paul Redden VHF Security Deposit	1,900.00
Ruby House Security Deposits	8,269.00
Total Security Deposits	18,619.66
Total Other Current Liabilities	\$40,641.75
Total Current Liabilities	\$68,715.00
Total Liabilities	\$68,715.00
Equity	
Investment in Capital Assets	13,991.00
Opening Balance Equity	0.00
Restricted for Emergencies	7,000.00
Unrestricted	2,544,205.81
Net Income	217,419.02
Total Equity	\$2,782,615.83
TOTAL LIABILITIES AND EQUITY	\$2,851,330.83

GVRHA

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - May, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Administration Fees				
SFOO DPA Fees		9,166.65	-9,166.65	
SFOO Rehab Fees		10,000.00	-10,000.00	
Total Administration Fees		19,166.65	-19,166.65	
Community Contributions				
City of Gunnison Quarterly	46,874.00	39,062.50	7,811.50	120.00 %
County Contribution	64,250.00	53,541.65	10,708.35	120.00 %
Services	-18,541.54		-18,541.54	
Town of Crested Butte Quarterly	46,874.00	39,062.50	7,811.50	120.00 %
Town of Mt Crested Butte Annual	93,750.00	39,062.50	54,687.50	240.00 %
Total Community Contributions	233,206.46	170,729.15	62,477.31	136.59 %
GV Heat Income				
CARE Program	10,300.00		10,300.00	
Energy Smart	39,818.97	43,541.65	-3,722.68	91.45 %
Green Deed	2,125.00		-2,125.00	
Support Grants	41,426.82	46,833.35	-5,406.53	88.46 %
Support Grants	17,362.50	4,166.65	13,195.85	416.70 %
Total GV Heat Income	108,908.29	96,666.65	12,241.64	112.66 %
Management Fee Income				
Anthracite Place Management Fee	7,081.35	7,083.35	-2.00	99.97 %
Anthracite Place Salary Reimbursement	11,782.40	11,782.40	0.00	100.00 %
Elk Valley Management Fee	9,396.68	8,333.35	1,063.33	112.76 %
GWSD Management Fee	0.00	1,800.00	-1,800.00	0.00 %
Mountain View - Ops Subsidy	12,833.34	10,833.35	1,999.99	118.46 %
Mountain View - Performance Incentive		3,000.00	-3,000.00	
Mountain View Management Fee	10,749.98	9,166.65	1,583.33	117.27 %
Redden Management Fee	6,030.00	5,025.00	1,005.00	120.00 %
Ruby Management Fee	6,000.00	5,000.00	1,000.00	120.00 %
Total Management Fee Income	63,873.75	62,024.10	1,849.65	102.98 %
Rental Income				
Elk Valley Rent	53,372.00		53,372.00	
GWSD Rent	13,200.00		13,200.00	
Mountain View Rent	58,040.75		58,040.75	
Paul Redden VHF Rental Income	31,847.75		31,847.75	
Ruby Rent	25,881.52		25,881.52	
Total Rental Income	182,342.02		182,342.02	
Service/Fee Income				
Application Fees	330.00		330.00	
Total Service/Fee Income	330.00		330.00	
Uncategorized Income	970.19		970.19	
Total Income	\$589,630.71	\$348,586.55	\$241,044.16	169.15 %

GVRHA

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - May, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
GROSS PROFIT	\$589,630.71	\$348,586.55	\$241,044.16	169.15 %
Expenses				
Administration Expense	94.70	1,666.65	-1,571.95	5.68 %
Advertising & Marketing Expense	404.25	2,083.35	-1,679.10	19.40 %
Bank Charges & Fees	34.54	50.00	-15.46	69.08 %
Returned Check Fees	553.00		553.00	
Total Bank Charges & Fees	587.54	50.00	537.54	1,175.08 %
Business License & Fees	24.88		24.88	
Computer Expense				
Computer Hardware		416.65	-416.65	
Computer Tech Support		416.65	-416.65	
Software Programs	144.49	416.65	-272.16	34.68 %
Website Hosting & Management		625.00	-625.00	
Total Computer Expense	144.49	1,874.95	-1,730.46	7.71 %
Continuing Education & Training	9,972.34	6,250.00	3,722.34	159.56 %
Contracted Services	1,518.75		1,518.75	
Copier Lease	947.29	775.00	172.29	122.23 %
Copier Services	387.08	625.00	-237.92	61.93 %
Internet & Monitoring (Jail)	665.09	833.35	-168.26	79.81 %
Telephone Services	947.58	916.65	30.93	103.37 %
Total Contracted Services	4,465.79	3,150.00	1,315.79	141.77 %
Deed Monitoring Expense	157.75	5,000.00	-4,842.25	3.16 %
Dues & Memberships	2,295.00	1,458.35	836.65	157.37 %
GV Heat Expenses	27.01	92,500.00	-92,472.99	0.03 %
Assessments -HEAT	15,680.00		15,680.00	
Contract Labor	51,434.14		51,434.14	
GV Heat Advertising & Marketing	718.00		718.00	
GV Heat Professional Services	2,655.00		2,655.00	
Supplies & Materials	201.60		201.60	
Total GV Heat Expenses	70,715.75	92,500.00	-21,784.25	76.45 %
Insurance Expense	7,289.02	5,833.35	1,455.67	124.95 %
Interest Paid	11.69		11.69	
Internet Expense	673.00	950.00	-277.00	70.84 %
Legal & Professional Fees	8,112.53		8,112.53	
Accounting Services	6,378.29	6,250.00	128.29	102.05 %
Legal Fees	955.50	6,250.00	-5,294.50	15.29 %
Professional Services	-21,702.50	6,250.00	-27,952.50	-347.24 %
Total Legal & Professional Fees	-6,256.18	18,750.00	-25,006.18	-33.37 %
Office Supplies	845.89	1,666.65	-820.76	50.75 %
Payroll Expense	50.00		50.00	
Salary Payroll Benefit Expense	14,017.03	30,546.65	-16,529.62	45.89 %
Salary Payroll Tax Expense	6,232.19	14,990.85	-8,758.66	41.57 %

GVRHA

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - May, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Salary Payroll Wage Expense	136,274.54	139,908.35	-3,633.81	97.40 %
Total Payroll Expense	156,573.76	185,445.85	-28,872.09	84.43 %
Postage		208.35	-208.35	
Property Bill Expense				
Association Dues	685.57		685.57	
Operating Expense	355.50		355.50	
Repairs & Maintenance	20,748.98		20,748.98	
Utilities	8,649.63		8,649.63	
Total Property Bill Expense	30,439.68		30,439.68	
Rent & Lease Expense	-5,644.94		-5,644.94	
Elk Valley Rents Collected Expense	35,332.00		35,332.00	
Jailhouse Rent	-220.79	1,875.00	-2,095.79	-11.78 %
Mountain View Rents Collected Expense	13,609.52		13,609.52	
Paul Redden Rents Collected Expense	16,488.00		16,488.00	
Rent Blue House	14,608.90	5,540.00	9,068.90	263.70 %
Ruby Rents Collected Expense	16,100.00		16,100.00	
Total Rent & Lease Expense	90,272.69	7,415.00	82,857.69	1,217.43 %
SFOO Rehab Expenses	28.00		28.00	
Software Expense				
Internet Subscriptions	357.47		357.47	
Total Software Expense	357.47		357.47	
Travel Expense		1,250.00	-1,250.00	
Auto Expense		1,458.35	-1,458.35	
Lodging Expense		833.35	-833.35	
Mileage Expense	1,269.87	833.35	436.52	152.38 %
Total Travel Expense	1,269.87	4,375.05	-3,105.18	29.03 %
Utility Expense	192.87		192.87	
Website Expense	1,952.45	2,083.35	-130.90	93.72 %
Total Expenses	\$372,512.70	\$340,760.90	\$31,751.80	109.32 %
NET OPERATING INCOME	\$217,118.01	\$7,825.65	\$209,292.36	2,774.44 %
Other Income				
Interest Earned	301.01	500.00	-198.99	60.20 %
Total Other Income	\$301.01	\$500.00	\$ -198.99	60.20 %
NET OTHER INCOME	\$301.01	\$500.00	\$ -198.99	60.20 %
NET INCOME	\$217,419.02	\$8,325.65	\$209,093.37	2,611.44 %



June 2023

2023 GVRHA Strategic Plan Update

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

GVRHA Strategic Planning Update

In late February 2023, The GVRHA Board and Staff convened to revisit a March 2022 organization assessment around valley wide roles and operational priorities. In tandem with the ongoing One Valley Resiliency Roadmap (OVR) project, Board of Directors, and the Executive Director have outlined prioritization of program-specific goals and implementation based on community partner feedback, as well as goals and priorities through internal assessment. The following is a snapshot of GVRHA's intended growth and development timeline, as well as an understanding of capacity challenges through current staff limitations:

First Priority: Stabilize the Organization and Existing Programs/Services

Timeline: Next 18 months

- Stabilize the Organization
 - Strengthen GVRHA Leadership, adopt, and lead implementation of the One Valley Resiliency Roadmap (OVR) Strategic Housing Plan. **(Immediate and ongoing)**
 - Be an invested stakeholder and advocate in all developments, policies, and strategies that could result in the creation of additional below-market housing units in the valley. **(Immediate and ongoing)**
 - Initiate and lead a monthly collaboration/coordination meeting of valley housing representatives/staff. **(August 2023)**
 - Take ownership of community housing pipeline tracking. **(July 2023)**
 - Pursue funding opportunities through the Local Marketing District. **(Summer 2023)**
 - Provide draft IGA for member consideration by **September 1, 2023**.

- Strengthen Existing Programs and Services
 - **Deed Restrictions:** Improve management and implementation of the deed restriction lifecycle by investing in and setting up a technology platform and improved outreach and communications, covering qualifications, lotteries, closings, monitoring, and resale. **(Immediate – Fall 2024 full implementation-** platform established and compliance outreach issued within one year, resolution of non-compliant properties within 18 months).





- **Strengthen the Property Management** arm of GVRHA to effect improvement in compliance and financial reporting, portfolio management, customer relations, property livability, and bookkeeping. **(2023-2024)**
- **Sustainability Retrofit Programs:** Maintain success of Sustainability Retrofit Programming, including Green Deed, GV-Heat, and CARE **(ongoing)**.
- **Homebuyer Education:** Reengage with CHFA, local lenders, and brokers to reinvigorate a homebuyer education program (immediate and ongoing, fully certified homebuyer education classes will be offered twice a year beginning in **Summer 2023**, with opportunities in Spanish and English).
- **Down Payment Assistance:** Improve community awareness of existing Down Payment Assistance opportunities available through local and state sources **(Fall 2023)**.
- **Interest list:** Continue to maintain the rental and for sale interest lists **(ongoing)**.
- **Rehabilitation Loan Servicing:** Continue to service the Delta Housing Authority loan portfolio **(ongoing)**.

Second Priority: Housing Preservation Program Development

Timeline: 18 months – 3 years (Summer 2024-2026)

- Launch Good Deed.
- Launch Housing Matters.
- Create a local Down Payment Assistance Program to complement lower incomes served by state programs.
- Add staff to increase the capacity of sustainability retrofit programming.
- Implement a Housing Rehabilitation Loan Program.
- Work with the Division of Housing to reinstate Housing Choice (Section 8) Vouchers.

Longer Term Growth Areas

Timeline: 3 years and beyond (2026+)

- Based on successes over next three years, pursue a ballot measure to create a dedicated funding mechanism to support GVRHA operations and programming
- Assess opportunities for GVRHA to become directly involved with new construction, acquisition, preservation.
- Assess opportunities for GVRHA to lead a Workforce Housing Syndicate, where local businesses jointly fund construction of employee housing units that would be managed by GVRHA.





EXPECTATIONS OF THE MEMBERS OF THE GUNNISON VALLEY REGIONAL HOUSING AUTHORITY BOARD OF DIRECTORS

Board members are the fiduciaries who steer the organization towards a sustainable future by adopting sound, ethical, and legal governance and financial management policies, as well as by making sure the organization has adequate resources to advance its mission. By definition, a director can't be passive. You cannot direct anything if you're just sitting there waiting for someone to tell you what to do.

QUALIFICATIONS

- Unbridled enthusiasm and contagious passion for the mission statement of the Gunnison Valley Regional Housing Authority
- Familiarity with the organizational Intergovernmental Agreement (IGA) and Bylaws
- Ability to honor and maintain organizational confidentiality when necessary
- A reputation for integrity; the ability to keep commitments; and a willingness to learn
- Emotional maturity with ability to build team spirit and lead by example without micro-managing
- Represent a diverse part of the community and possess the ability to influence that community
- Ability to dedicate sufficient time to work with a committee, and to encourage other, non-Board members to do the same
- Ability to interpret a financial report and to make long-range plans for growth
- Good communication skills, flexibility, and a sense of humor

MAKE INFORMED DECISIONS

- **Attend** a minimum of 3/4 of all board meetings, either in-person or electronically, missing no more than 3 meetings total in a calendar year. Every effort shall be made to attend in person as much as possible, though the Board recognizes that unforeseen circumstances arise.
- **Read, review, and understand** the monthly board packet and direct any needed clarifying questions to staff prior to board discussion at the monthly meeting.
- **Attend** training workshops and board retreats, when scheduled.
- **Read** applicable articles and publications to become well-educated about the organization, as well as the **current** state of the affordable housing market, so you can make informed policy decisions.
- **Determine** the strategic direction and long-range plans of the organization, **actively** set appropriate policies, and monitor their success.

MAINTAIN ACCOUNTABILITY

- **Act** in the best interests of the organization (not your own) to ensure that its affairs are conducted legally and responsibly, in confidentiality, with no conflict of interest--financial *or* personal.
- **Maintain** the property of the organization in a reasonable state of repair.
- **Encourage** staff development to ensure effective stewardship of abundant community resources.
- **Employ and nurture** the executive director, who employs and evaluates other staff.
- **Provide** direct foresight, oversight, insight, and direction for the executive director, who is responsible for managing the day-to-day operations of the organization and be responsible for evaluating his/her performance.
- Periodically **evaluate** the effectiveness of the Board as a governing body, as a group of volunteers, and as representatives of the community in upholding the public interest served by the organization.

ASSURE ORGANIZATIONAL HEALTH AND GROWTH

- **Actively participate** in board meetings and on any assigned committees by contributing to robust discussion to ensure the board policies and procedures are implemented as your expertise is a critical factor in being able to provide good governance.
- **Be responsive** to the Board President and the Executive Director (as the elected and assigned representatives of the board) outside of board meetings to ensure business of the Board can proceed in a timely and efficient manner.
- When the Board has voted and approved a decision, **do not be openly unsupportive of that decision.** If you disagreed during the approval process, you may request and submit a minority opinion to be included with the meeting minutes. If you cannot morally support Board actions or policies once approved, you should resign: ongoing contention is contrary to the public trust. (Resignation should be in writing to the Board President.)

RESULTS

The goal of the GVRHA Board of Directors is to be an efficient, accountable, transparent, and sustainable organization based on mutual trust and consensus that can make an important contribution to the local affordable housing crisis. These expectations are outlined here so that Directors can work together in clear, accountable ways to accomplish the GVRHA mission. While these expectations are intended to be thorough, there may be situations or questions that arise that are not covered.

Please contact the Board President and/or any member of the Executive Committee on the Board for clarification. GVRHA agrees to provide each member of the board with:

- An introduction to other board members and staff members
- Current board of director roster and term dates
- An orientation to the organization, its mission, organizational structure and culture
- Relevant and current information about GVRHA operations
- A copy of the current, Board-approved budget
- Regular reports that provide useful analysis of relevant financial data
- Ample notice of all meetings with agendas and necessary support materials
- Timely minutes of all board and committee meetings
- Respect for their time and the use of their talent effectively
- Calendar for the current year meeting schedule (subject to change upon Board discussion and approval)
- Directors and Officers liability coverage as part of the organizational insurance policies

In accepting the position as a Board Member of the Gunnison Valley Regional Housing Authority, I recognize that with this position comes a commitment to support the organization, to adhere to its programs and policies, and to assist in meeting the mission of the organization. I acknowledge that if I do not fulfill these expectations to the best of my ability, I may be removed from the Board through the process outlined in the IGA.

Printed Name:

Board Member Signature:

Date: