

YAMPA VALLEY HOUSING AUTHORITY BOARD MEETING
August 11, 2016

Doug Monger, Yampa Valley Housing Authority Board President, called the meeting of the Yampa Valley Housing Authority to order at 12:00 p.m.

Board members present included: Kathi Meyer, Catherine Carson, Trish Sullivan, Roger Ashton, Cole Hewitt, John Spezia, John St. Pierre and Mike Beyer.

Others present included: Jason Peasley, Yampa Valley Housing Authority Executive Director; B Torres, Executive Assistant; and Bob Weiss, YVHA attorney. Sarah Katherman recorded the meeting and prepared the minutes.

EN RE: PUBLIC COMMENT

There was no public comment.

EN RE: BOARD MEMBER COMMENT

There were no Board comments.

EN RE: BOARD MEMBER TRAINING

Bob Weiss provided an overview of public meeting rules, conflicts of interest and the Public Records Act, as it applies to YVHA. He offered that when an organization is running well, these issues rarely if ever come up. Anytime three or more members of the Board meet to discuss YVHA business, it is considered a meeting and must be properly noticed and open to the public. Bob noted the YVHA was established through an intergovernmental agreement between the City of Steamboat Springs and Routt County in 2003. He suggested that all YVHA Board members should review this agreement. Bob reviewed the reasons that the Board may need to go into executive session, adding that executive sessions should be avoided unless absolutely necessary. He explained *ex parte* communications, but stated that the YVHA Board was unlikely to make quasi-judicial decisions in the course of its normal business. Regarding emails, Bob stated that emails between Board members can be considered meetings. All email communications about YVHA business should go through Jason. Bob reviewed CIRSA, its services and the insurance that covers YVHA board members. He distributed the CIRSA handbook for Board members. He noted that YVHA had referred to CIRSA in the past when the organization had a problem with an employee who made claims against the Board, and when some issues had come up in YVHA's negotiations with the bank regarding the Elk River property.

John St. Pierre asked whether YVHA would be liable for impacts caused by tenants growing marijuana on YVHA properties. Bob said that the state constitution grants the right for anyone to grow marijuana for their personal use. Jason said that no smoking of any kind is allowed at Hillside, but that if a medical disability issue arose some accommodation could be made through the use of edibles or off-site use of medically prescribed marijuana. He said that because YVHA does not own the trailers at Fish Creek, YVHA does not have rules regarding what goes on inside the units. Unlike Hillside, no federal funding supports Fish Creek. Bob stated that marijuana growing is generally regulated through zoning.

In response to a question from Doug, Bob said that a meeting of three members constitutes a meeting, regardless the size of the board, with the exception of the Board of County Commissioners because it only has three members. Kathi asked about the residence requirements for YVHA Board members. Bob said that members must live or work within the district, and that what constitutes work is up to the Board. John St. Pierre lives in Hayden, and has projects in Steamboat, Hayden and Vail. Jason stated the need for a consistent policy.

EN RE: COMMUNITY HOUSING STEERING COMMITTEE

Jason stated that the working groups were about half way through the period during which they are tasked to evaluate demographics, supply, demand, obstacles, consequences, opportunities/solutions and definitions of success for each particular market segment. He said that most working groups are meeting weekly. He described the matrix through which the working groups will report their findings to the Steering Committee. Jason described the ongoing outreach being done to assess the scope of the problem and the community survey intended to gather opinions and preferences of the larger community. The survey is being drafted by working group members and will be distributed through the Steering Committee.

Catherine expressed concern that due to high turnover in the participants at meetings, the Low Income group discussions were not very focused.

John St. Pierre said that at the Entry Level working group meetings there had been a lot of discussion of Stagecoach, Oak Creek, Yampa and Hayden, which are all outside the YVHA district. John Spezia noted that an effort as being made to categorize solutions for the problem in Steamboat into outlying, annexation and infill-based solutions. He said that there was uncertainty regarding the interest of the outlying areas in participating in YVHA. Kathi stated that on August 23rd, the same day the Steering Committee will make a presentation to City Council, a group will be making an initial presentation for a proposal for annexation. This will be the first of six meetings, and will focus on water. John St. Pierre stated that Hayden may be interested in joining the YVHA district, noting that housing there is very affordable. There was a discussion of what including the outlying communities in YVHA would entail and whether outlying communities would be expected to contribute financially to the organization. Jason proposed that outlying communities could be a strategic topic for an upcoming YVHA Board meeting. He offered that it would be important to discuss how these communities fit into the long-term vision for the organization. In preparation for that discussion, Kathi recommended that all board members review the IGA between the City and the County that established the YVHA. John Spezia asked for information regarding transportation and the potential of improving commercial services in these areas. Doug and Catherine offered that it would appropriate to see what comes out of the working groups before approaching the outlying communities. Cole agreed that prior to inviting representatives from these towns to attend a YVHA meeting, it would be useful for the Board to discuss some goals and parameters to direct the conversation.

Kathi said that at a recent "Coffee and a Newspaper" discussion some different voices from around the community were heard. Some said that they did not believe housing was a problem or that the situation had reached a workable equilibrium. There was also concern expressed regarding changes to the character of the community. John Spezia offered that the issue, as always, was how to balance maintaining community character with the need for growth.

In response to a question from Doug, B said that minutes from the meeting groups were somewhat inconsistent. Some groups are incorporating their comments into the matrix. Doug asked B to distribute the matrix and any available notes from all groups to all YVHA Board members.

There was a discussion of the upcoming schedule. Jason said that the strategic topic for September would be the budget. Jason will make the annual YVHA presentation to the BCC and City Council at the joint meeting on Sept. 20th.

There was a general discussion of how the YVHA had been involved in areas outside the district, and the possibility of a future tax to support affordable housing. Catherine offered that if the district is expanded, the other

municipalities should be expected to contribute to YVHA. Doug suggested that the County's contribution to YVHA covers Oak Creek, Hayden and Yampa. He added that he disagrees with the current policy of the City taking its contribution to YVHA out of the community housing fund which was supported by fee-in-lieu payments. Kathi said she would raise this issue with City Council during budget discussions. Catherine suggested that forming a regional transportation authority might be part of a solution that would include the outlying communities.

EN RE: CONSENT AGENDA

The following items were presented on the consent agenda:

- a. Review and approval of the July 14, 2016 minutes
- b. Review and approval of balance write-offs for June 2016
- c. Review and approval of June 2016 financial statements

MOTION

Kathi moved to approve items a – c of the consent agenda, as presented. John Spezia seconded the motion. **The motion carried unanimously.**

EN RE: STAFF REPORT

Jason reviewed progress being made on the Reserves project. He said that the slab is being poured for the second building and that the first building is being framed. He said that he gets updates on the progress every Thursday.

Jason said that the state legislature had cleared up the sales tax exemption issue and that the project will be reimbursed for what had been paid.

In response to a question from Doug, Jason said that YVHA had received \$30,000 of its investment at closing and would receive the remaining \$120,000 when the project reaches stabilization.

Regarding the management of the project, Jason reported that he had discussed setting up a website and a call number through which contact information for prospective tenants could be collected. He reviewed the application process, which would begin around the end of the year. He also reviewed the path through which YVHA could assume management of the project by taking over the contract from Ross after two years. He said that although there is no provision for an on-site manager, the YVHA offices will be relocated to the Reserves when the project is complete.

Jason said that future strategic topics include the budget and the Sierra View lots.

In response to a question from Kathi, Jason reported that the stairs at Hillside will all be installed at once. The permits have been issued and the project could be completed by the end of August.

Jason said that applications for Lot 7 at Fish Creek are being accepted. It was decided that if no qualified applicant is found in the first round, YVHA would place an ad in the paper and a listing in the mobile homes section of the classified ads. Jason reported that Kate is in discussions with Kum & Go corporate on obtaining permission to place a cluster box on their property. He said that the Post Office will not cross the railroad tracks to access the mobile home park, so an off-site location for the cluster box must be found.

EN RE: ADJOURNMENT

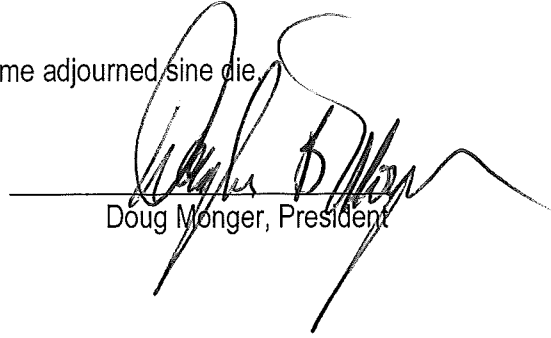
MOTION

Cole moved to adjourn the regular meeting of the Housing Authority. Kathi seconded; the motion carried unanimously. The meeting was adjourned at 1:45 p.m.

No further business coming before the Board, same adjourned sine die.



Sarah Katherman, Minute Taker



Doug Monger, President