

YAMPA VALLEY HOUSING AUTHORITY BOARD MEETING
February 9, 2017

Roger Ashton, 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: Doug Monger, Catherine Carson, Craig Malchow, Mike Beyer, Roger Ashton, Cole Hewitt, John Spezia, Dillon Fulcher, Trish Sullivan, John St. Pierre and Kathi Meyer (via phone).

Others present included: Matt Mendisco, Town of Hayden; Sheila Henderson, Integrated Community; Jason Peasley, Yampa Valley Housing Authority Executive Director; and B Torres, Executive Assistant. Sarah Katherman recorded the meeting and prepared the minutes.

EN RE: PUBLIC COMMENT

There was no public comment.

EN RE: BOARD MEMBER COMMENT

Dillon commended the committee descriptions and information regarding expectations that were included in the meeting materials.

EN RE: CITY COUNCIL HOUSING WORKSESSION UPDATE

Jason reported that he, Roger and Dan Pirrallo had participated in the City Council community housing work session held on January 24, 2017. He stated that the work session involved a review and discussion of the Steering Committee's recommendations for the City. Jason stated that the work session had resulted in the development of seven action items that City Council committed to take on, as outlined in the meeting materials. Jason reviewed these action items. He offered that the most significant actions that the City can take to make the development of new housing easier are those related to the planning, review and permitting processes. He added that the City has also agreed to provide staffing to support the work of the Funding Committee. Jason reported that a similar work session would be held with the Board of County Commissioners on February 21st. He said that the YVHA is already actively pursuing its role in implementing the recommendations of the Steering Committee.

In response to a question from John Spezia, Jason said that City Planning Director, Planning staff and the Code User Group would be actively involved in the process. He added that the City Manager would be putting out an RFP for a consultant to audit the regulatory processes and make recommendations on process improvements. Jason noted that the approval process involves many different review and referral agencies. Jason added that the City is also willing to consider infrastructure subsidies on a case by case basis.

Roger noted that the City is not interested in being actively involved in the development of housing; that will be left up to the YVHA. He noted that many of the nine candidates applying to fill the open City Council position have stated that housing is one of the top three issues facing the City.

Kathi confirmed with Doug that a joint meeting of City Council and the Board of County Commissioners has been scheduled for March 15th. She asked if regional transit would be on the agenda. Doug said that the Commissioners are willing to discuss the issue, but noted that the County would provide the same compensation to the City for transportation as it traditionally has. Doug expressed frustration that the burden of solving the housing problem is being placed on the City and the County to the exclusion of the business community and the major employers.

John Spezia noted the extensive work that had been done in the past on developing a regional transit authority, and offered that it might be appropriate to resurrect a committee specifically to address this issue.

John St. Pierre stated that some communities require employers to provide housing for their employees.

EN RE: BOARD WORKING GROUPS – TIMELINES AND EXPECTATIONS

Jason reviewed the goals, expectations and make-up of each of the three committees established at the January strategic planning retreat: Funding, New Development and Legacy Issues. He stated that the work of these three committees would converge to outline the philosophy and work plan for YVHA for the next five years or so. He said that the committee work was needed to make YVHA the organization envisioned at the strategic planning retreat.

Roger discussed the goals of the Funding Committee, adding that the tasks also involve related issues, such as whether the boundaries of YVHA should be expanded. He noted that the timeframes needed to realize some funding sources may be much longer than others, and that any funding plan would need to take this into account. Catherine offered that for the Funding Committee to do its work, it needs to know how much funding is needed. Jason suggested that the needs estimate would be provided by the New Development Committee. Catherine stated that a combination of several funding sources would probably be required. Mike offered that a starting goal could be to for YVHA to establish self-sufficiency. Doug stressed the importance of identifying exactly how the money would be used as a first step. He stated that if a tax proposal is considered, the following must all be clearly defined before going to the voters: what the tax would fund, why the project is needed and why fulfilling that need should fall to the overall community and not the specific residents of the development.

Roger proposed that the New Development Committee could be scheduled to present its findings as the strategic topic for the June YVHA meeting, followed by a presentation by the Funding Committee in August. Catherine asked about the logistics of the committee work. Jason said that the committees should each set a regular meeting schedule. He said that good notes, but not formal minutes would be taken at all meetings. The meetings will be open, and the committees are free to bring in community members, as needed, to help with the work. Doug said he would join the New Development Committee.

Roger reviewed the tasks assigned to the Legacy Issues Committee. He offered that the top priority would be deed restrictions. He stated that this would involve establishing an inventory of existing deed restrictions, enumerating the problems with various types of restrictions and offering policy suggestions for how these problems might be addressed in a consistent manner. He added that the committee should also consider guidelines for possible future deed restrictions. Jason suggested that although deed restrictions may be unpalatable to some, there must be a way with any new development to ensure that the project benefits locals within the targeted group. John Spezia offered that projects that include only a small percentage of units in the affordable category do not address the problem in the community because the market rate units generate the need for services in the community beyond what the affordable units can support. Doug suggested that a buy-out rate could be calculated for any deed restrictions that are publicly subsidized to ensure that the community's investment is fairly repaid. The work on the deed restriction project should be completed by the April YVHA meeting.

EN RE: CONSENT AGENDA

The following items were presented on the consent agenda:

- a. Review and approval of the January 12, 2017 minutes
- b. Review and approval of the January 16, 2017 retreat minutes
- c. Review and approval of balance write-offs for December 2016
- d. Review and approval of the December 2016 check register
- e. Review and approval of the leave report for December 2016

f. Review and approval of pre-audit December 2016 financial statements

Doug asked about a \$15,000 check to Funding Partners of Housing Solutions. Jason reviewed that this was a Down Payment Assistance loan. He reviewed how the DPA program had been amended last year to streamline the process. He outlined the process, noting that the loans are repaid at the sale of the property or after 15 years. Jason said that the fund was originally established with federal funds, City funds and a contribution by the Colorado Mountain Housing Coalition. Continuing support is provided by the repayment of loans. Kathi added that repayments of West End Village loans also go into the fund. Jason reviewed the criteria and restrictions for the DPA loans.

Mike corrected two typos in the January meeting minutes. He also asked about payments to Waste Management and Ecos. Jason provided the details regarding these payments.

MOTION

Doug moved to approve the consent agenda, as amended. Catherine seconded the motion. **The motion carried unanimously.**

EN RE: STAFF REPORT

John St. Pierre asked about the dispensation of the empty trailer at Fish Creek. Jason reviewed the situation, stating that the worst case scenario is that YVHA will spend \$7000 - \$8000 to dispose of the trailer in order to facilitate its replacement with a new unit. There was a discussion of establishing standards for new units.

Cole asked what was expected of the application process for renting out the units in the Reserves. Jason reviewed the first-come first-served process and stated that it is in YVHA's best interest for the process to run smoothly and for the project to be successful. He stated that Sheila from ICCI would be there to help out, and encouraged YVHA Board members to attend and help out as well. Jason said that 150 applications had been distributed. He said the YVHA expects to move into its new offices around the end of April.

Jason said that the pre-audit meeting had been held on February 1st. The audit will begin next week with Chris Catterson.

In response to a question from Catherine, Jason said that the presentation to the Board of Realtors would be a "how to" guide regarding deed restrictions.

EN RE: OTHER BUSINESS

Jason announced that Sheila Henderson of Integrated Community had expressed interest in joining the YVHA Board.

EN RE: ADJOURNMENT

MOTION

Cole moved to adjourn the regular meeting of the Housing Authority. Catherine seconded; the motion carried unanimously. The meeting was adjourned at 1:20 p.m.

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



Sarah Katherman, Minute Taker

Roger Ashton, President