

**YAMPA VALLEY HOUSING AUTHORITY BOARD MEETING
JANUARY 14, 2021**

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

Board members participating included: Cole Hewitt, Catherine Carson, Mike Beyer, Emily Katzman, Alison Brodie, Luke Carrier, Roger Ashton, Chris Slota, Tim Corrigan, Michael Ann Marchand, Michael Buccino, Reid Petersen and Leah Wood.

Others participating included: Jason Peasley, YVHA Executive Director; Alyssa Cartmill, YVHA Regional Property Manager; Kevin Delehanty, YVHA Executive Assistant; Henry Skelton, Kathleen Titus and Morgan Cox. Sarah Katherman prepared the minutes.

EN RE: PUBLIC COMMENT

Ms. Kathleen Titus, representing the Sundance Creek West Homeowners' Association, stated that that the HOA had participated in a meeting with Jason and Cole, and had reviewed a site plan of the 400 Anglers project. She said that while she has been impressed with the quality of YVHA projects, she has significant concerns regarding the potential traffic impact of the proposed project. She noted that these concerns would apply to any high-density development on the site.

Mr. Henry Skelton, president of the Sundance Creek West Homeowners' Association, reiterated Ms. Titus' concerns regarding traffic and density. He urged City Council to look carefully at the traffic study and consider moving forward with the installation of a roundabout at the intersection of Pine Grove and Rollingstone. He expressed concern with the addition of more high-density development in the area. Mr. Skelton said that the HOA would review the existing easement between the two properties, which it may want to adjust.

Ms. Morgan Cox, vice-president of the Sundance Creek West Homeowners' Association, expressed her appreciation for the work of YVHA and acknowledged the need for the proposed housing. She stated that she shares the concerns expressed above, citing parking, traffic and density.

EN RE: BOARD MEMBER COMMENT

Ms. Leah Wood, Mr. Reid Petersen and Mr. Michael Buccino reviewed their backgrounds and discussed their motivations for joining the YVHA Board.

Mike commended Kevin on the successful \$25,000 grant for rental payment assistance, which has been transferred to Lift-Up for management. Tim noted that he and Michael both serve on the Innovative Transportation Committee. Michael will be leaving the meeting early to attend a meeting of this group.

EN RE: ELECTION OF OFFICERS

Jason announced that Cole had agreed to continue as President and Chris has agreed to continue as Secretary/Treasurer. Mike explained that he had assumed the role of Vice-president when Sheila stepped down, but that he does not have the time to continue on in the position, and has no aspiration to move into the office of president.

MOTION

Tim moved to nominate Cole Hewitt for President, Emily Katzman for Vice-president and Chris Slota for Secretary/Treasurer. Mike seconded the motion. Seeing no further nominations, Cole closed the nominations. **The motion carried unanimously.**

EN RE: CONSENT AGENDA

The following items were presented on the consent agenda:

- a. Review and approval of the December 10, 2020 minutes
- b. Review and approval of balance write-offs for November 2020
- c. Review and approval of the check register for November 2020
- d. Review and approval of the leave report for November 2020
- e. Review and approval of financial statements for November 2020

MOTION

Catherine moved to approve items a – e of the consent agenda, as amended. Roger seconded. **The motion carried unanimously.**

EN RE: STAFF REPORTS

Jason said that the final C.O. for Alpenglow would not be issued until the spring, when site improvements can be inspected. He said that he is hoping to complete the entitlements package for the 400 Anglers project and submit the application to the City by the end of the week. He reported that along with the recently passed stimulus bill, the 4% tax credit program had been fixed, which would increase the available funding for the 400 Anglers project. He explained, however, that in response to the changes in the 4% federal program, the state is reducing its tax credit contribution to the 400 Anglers project. The final tax credit funding amount will depend on the equity pricing. All other funding sources will remain the same. Jason said that there may be an increased availability of state tax credits for future projects.

Jason reported that he and Cole had met with the Sundance Creek West HOA, whose concerns with the 400 Anglers project include traffic, snow storage and the existing easement between the two properties. He explained that the current easement allows joint access and parking on either property. He said that both parties may want to renegotiate this easement. Regarding the soon to be completed traffic study, Jason suggested that the project is unlikely to generate a significant increase in the current traffic, but that the project may be required to contribute toward future improvements, such as the roundabout. He said that there will also be an analysis of a pedestrian crossing of Anglers Drive.

Jason reported that discussions regarding the USFS project are continuing, but that progress will be slow.

Jason noted that YVHA does not yet have a project in the pipeline for a 2022 start. He said that identifying this next project will be a priority. Jason reviewed the \$25,000 rental assistance grant previously acknowledged by Mike. He said that the initial discussion of strategic planning for 2021 would occur today and at the upcoming team meetings. He noted that the current team structure can be changed, as needed, to address the priorities and goals of the organization.

Property Management

Hillside Village: Alyssa reported that in addition to Unit 313, Unit 416 was taken offline after a tenant moved out. This unit is also in need of a major remodel, which may not be complete for 4 – 6 months. She reported that Kate is working with tenants on the adjustments to their rents, and that everyone is in good shape.

Fish Creek: Alyssa said that all is pretty quiet at Fish Creek.

OPG projects: Alyssa said that the state reporting on all of the asset management projects is due tomorrow. She said that in addition to working on these documents, she is also working on the stabilization documents for Alpenglow and on the year-end financials.

RPM prep: Alyssa announced that she would be taking the real estate exam in February.

In response to a question from Emily, Alyssa said that the Hillside budget generally includes funding for two full remodels per year. She said that whether additional funds will be needed depends on what happens during the remainder of the year.

Emily asked about the traffic study. Jason said that while a traffic study is unlikely to ever derail a project entirely, it may lead to a required contribution to future improvements. He noted that most of the traffic in the vicinity of 400 Anglers is business-related.

In response to an inquiry from Mike, Alyssa reviewed the plan for covering Lluvia while she is out on maternity leave. Mike also offered that YVHA should learn from and not repeat the parking-related issues that had come up at Alpenglow.

Catherine asked about the units at Fish Creek that had recently been sold. Alyssa said that neither sale was likely to result in the installation of a new unit.

EN RE: SUNSHINE LAW – RESOLUTION 2021-001

Tim noted a typo in the document as presented.

MOTION

Tim moved to approve YVHA Resolution 2021-001, a resolution regarding the posting places for meeting notices, as amended. Mike seconded the motion. **The motion carried unanimously.**

EN RE: 2021 STRATEGIC PLANNING PREPARATION

Jason reviewed the 2020 Strategic Plan and noted the strategic objectives for each team that had been completed, are ongoing, or that were not completed. Progress on some of the objectives was stalled due to COVID-19. He stated that each team should, at its next meeting, work on setting the strategic objectives and associated measures of success for the coming year. These will be discussed and refined at the February Board meeting. He asked the Board for ideas regarding new areas of focus for the organization.

Mike offered that identifying new sources of gap funding should be a priority, and could perhaps merit its own team. Emily suggested that housing education, board recruitment/development and the establishment of a leadership pipeline for the organization should be added to the objectives. Tim said that transportation both within Steamboat Springs and to surrounding communities should be considered. Michael Ann stated her agreement with Emily's suggestions and added that YVHA may want to weigh in on the City's consideration of a property tax. She also offered that new venues for informing the community of YVHA activities should be explored. Catherine stated her support for focusing on transparency and outreach, citing the possibility that YVHA might be going back to the voters as early as 2024 for a renewal of the mill levy. Reid agreed that transportation to nearby communities with more affordable housing should be considered. He also suggested developing a clearinghouse for property owners interested in renting to low-income tenants. Roger stated that each team should think about what it can do to expand the opportunities for achieving YVHA's long-term goals, noting that the easy solutions have been used up. Chris offered to add gap funding to the strategic objectives for the Finance Team.

EN RE: ADJOURNMENT

The regular meeting of the Housing Authority was adjourned at 1:45 p.m.

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

Sarah Katherman, Minute Taker

Cole Hewitt, President