

**YAMPA VALLEY HOUSING AUTHORITY BOARD MEETING
FEBRUARY 10, 2022**

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

Board members participating included: Catherine Carson, Cole Hewitt, Alison Brodie, Roger Ashton, Mike Beyer, Tim Corrigan, Michael Ann Marchand, Kathi Meyer, Rob Roetzel, Heather Sloop, Leah Wood, Luke Carrier, Chris Slota, and Reid Petersen.

Others present included: Jason Peasley, YVHA Executive Director; Alyssa Cartmill, YVHA Regional Property Manager; Emily Katzman, YVHA Office Manager; Sandy Jacobs, YVHA Accounting Manager; Sheila Henderson, Brown Ranch Community Outreach Coordinator; Dylan Anderson, *Steamboat Pilot & Today*; and Michael Buccino. Sarah Katherman prepared the minutes.

EN RE: PUBLIC COMMENT

There was no public comment.

EN RE: BOARD MEMBER COMMENT

Mike stated that the community health needs assessment survey was available and had been distributed to all YVHA properties. If anyone needs a link to the survey, they should contact Mike. Rob noted that the on-boarding packet was out of date. Catherine announced that the House of Representatives had passed the postal reform bill, and that it is likely to pass the Senate. She offered that the bill provides a good long-term solution for problems with USPS. Tim reported that the County Commissions of several mountain counties are working on solutions to the short-term rental (STR) problem. He said that while the tax equity issue is very complex, they are making progress on platform transparency, which would help Routt County by providing a means of requiring the platforms to remove all postings for illegal STRs. He added that the community outreach related to the Master Plan update is confirming that there is no appetite for allowing STRs in unincorporated Routt County. Heather said that City Council is discussing putting an STR tax on the ballot in November, with at least a portion of the proceeds to benefit YVHA. She added that Council is also discussing incentives for owners of STRs to convert them to long-term rentals.

EN RE: CONSENT AGENDA

The following items were presented on the consent agenda:

- a. Review and approval of the January 13, 2022 meeting minutes
- b. Review and approval of February 2, 2022 meeting minutes
- c. Review and approval of balance write-offs for December 2021
- d. Review and approval of the check register for December 2021
- e. Review and approval of the pre-audit financial statements for December 2021

MOTION

Chris moved to approve items a - e of the consent agenda, as presented. Kathi seconded. **The motion carried unanimously.**

EN RE: STAFF REPORTS

Jason reported that the Brown Ranch Focus Group meetings kicked off last week, with the Infrastructure and Sustainability groups. He said that ads have been posted for the open positions and that a donation of \$125,000 from Deer Park Road was received, which will support these positions.

Jason said that he had also been working on evaluating the revised development proposals for the Mid-Valley property and considering whether YVHA should get involved with the Basecamp project. He said that a decision had been reached to focus on leveraging funds on YVHA properties, as there is not sufficient cash available to do that as well as invest in Basecamp.

Jason said that he, along with the Executive Committee, have determined that more detail and attention needs to be paid to the strategic planning process. He said that the current strategic plan will focus on the coming six months, but that time and resources must be invested in developing a robust 3, 5, and 10-year strategic plan. He said that a full-blown strategic planning retreat would be scheduled for May. He suggested that Willa Willaford might be asked to facilitate. Cole emphasized the importance of comprehensive planning and building capacity in preparation for implementation of the Brown Ranch Comprehensive Development Plan. Jason added that assistance with and preparation for implementation could be provided by the Urban Land Institute, but that it would be important to consider at what stage in the process their help would be most useful. He said that the focus of the current planning must be on prioritization.

Sheila highlighted the difference that the Brown Ranch project will make in people's lives and stated her support for more robust strategic planning to prepare for implementing the CDP. She added that having YVHA as the direct contact providing services to tenants is invaluable to the community.

La La reported that she had been meeting weekly with the Eagle County Housing and Development Authority on the real estate component. She noted that Eagle County has a separate MOU with each of the municipalities and has experience with different models for deed restrictions and for sale units. She said their experience will be very useful.

On the property management side, La La reported that Hillside has been quiet, that Kate is doing a great job, and that no large projects are underway pending a plan for a large-scale capital overhaul of the property. At Fish Creek, staff continues to work at resolving the issue of the tenant who owned multiple residences. La La said that the policies pertaining to the park need to be updated. She reported that the water meter for Fish Creek has failed, and that they are unsure if it is a repair or a replace situation. She said that she is working on finalizing the tenant portal toward the goal of going completely paperless. La La said that preparations are underway for the upcoming lease-up of Sunlight and that good data is being gathered through the online portal. She reviewed how information is being disseminated. La La said that the waitlist at the Reserves is at 250. The eligibility recertification of current tenants is beginning. La La said that two market rate units had recently turned over at Alpenglow.

Mike reported that the sub-contractors that will be doing the work on the infrastructure project at Fish Creek will not be able to do their work until 2023. YVEA hopes to have their part of the project complete in 2022.

There was a discussion of the outstanding warranty work on the Alpenglow property. Jason reviewed the issues and acknowledged that frustration is mounting regarding OPG's lack of follow-through on the warranty work, as well as the transition to property management and La La's uncompensated work as the asset manager. Cole offered that the best course of action is to leverage YVHA's relationship with Matt Gillam to address the problem. Leah offered that the issue is endemic to the LIHTC industry where developers are always focused on the next deal.

EN RE: BROWN RANCH UPDATE

Sheila reported on the great turn out and engagement at the Brown Ranch community kick-off meetings and the initial focus team meetings. She reviewed the timeline for the focus team meetings, stating that the input gathered from the groups will flow through the technical consultants before being refined by the groups and

submitted to the Steering Committee. Sheila noted that the Mithun team has been impressed by the level of community interest and involvement in the project planning.

In response to a question from Catherine, Sheila stated that representatives of Colorado Parks & Wildlife and the US Forest Service are participating in the working groups. Wildlife issues are generally within the purview of the Sustainability focus team. Luke asked about the proximity of the airport. Uses in the vicinity of the airport are governed by the Airport Overlay Zone, which should not have a significant impact on uses allowed at Brown Ranch. Tim said that the proposed Slate Creek connector road between CR 129 and the property should be considered. There was a discussion of the communications plan for getting information about the project out to all sectors of the community.

EN RE: STRATEGIC PLANNING

Jason presented the refined near-term and long-term strategic objectives for each working team, as discussed at the recent strategic planning session, and emphasized the need to prioritize in the near term. Catherine proposed adding “advocate” in addition to the objective of the Policy Team to monitor the Housing Steering Committee Legislation. She also proposed that engaging Colorado Poverty Law could be accomplished this summer and that a review of the YVHA by-laws is a must.

Jason reviewed the working team assignments as follows:

Property Management: Beyer (Chair), Brodie, Petersen, Wood
Policy: Carson (Chair), Corrigan, Sloop, Roetzel
Development: Ashton (Chair), Marchand, Meyer, Schneider
Finance: Slota (Chair), Hewitt, Carrier
Executive: Ashton, Hewitt, Wood

Jason asked that each member focus on one team and do it well.

EN RE: DEVELOPMENT PRIORITIES

Jason presented the priorities for development that YVHA has used in past decision-making regarding projects and asked if these priorities remain an accurate reflection of YVHA values:

1. Units that meet the need
2. Limiting risk
3. Securing sale/property management services
4. Return on investment

Jason asked if the highest priority is to maximize the number of units delivered, or whether other interpretations of the “need” (e.g. diverse housing types, workforce housing, family friendly units) should be considered. Reid suggested that the housing mix should allow for larger bedroom spaces to allow for shared spaces rather than providing multiple bathrooms or large kitchen areas. Several board members stated their support for maximizing the number of units, citing the current waitlists at existing YVHA properties and the future opportunities for neighborhood development at Brown Ranch. Other board members cited the immediate need for for-sale units, the commitment to provide 150 entry level units, and the desire for diverse housing types, to include areas with a more neighborhood feel but with small scale, attainable units. Michael Ann noted the “missing middle” and cited the need for “move-up” housing for nurses, teachers, firemen, etc. and their families. She also cited the responsibility to create a product that the whole community can be proud of at the Mid-Valley property. Kathi said that the revenue impact on YVHA should be considered, as well as how quickly units can be produced. Rob suggested that future demand for apartment block housing must also be evaluated. Kathi proposed making the top two proposals for the Mid-Valley property available to the entire board.

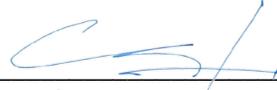
EN RE: ADJOURNMENT

The regular meeting of the YVHA Board of Directors was adjourned at 1:55 p.m.

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



Sarah Katherman, Minute Taker



Cole Hewitt, President