

**Gunnison County Housing Authority
Advisory Board Meeting
Minutes
May 21, 2009
Gunnison County Housing Authority
202 E. Georgia, Gunnison, CO 81230**

Present Members: David Owen, Gunnison County, Advisory Board Chair; Kelly McKinnis, Gunnison County, Advisory Board Vice- Chair; Ellen Harriman, City of Gunnison; Neil Windsor, Alternate Town of Crested Butte, Aaron Huckstep, Alternate Gunnison County.

Absent Members: Paul Duba, City of Gunnison; Donna Arwood, Town of Mt. Crested Butte; Susan Eskew, Alternate Town of Mt. Crested Butte; John Sale, Town of Mt. Crested Butte, Advisory Board Treasurer; Christi Mathews, Town of Crested Butte, Advisory Board Secretary; Reed Betz, Town of Crested Butte.

Present Staff: Katherine T. Gazunis, Executive Director, GCHA; Bobbie Sloan, Administrative Assistant, GCHA; Mary Vader, Housing Specialist, GCHA.

Guests: NONE

I. Call to Order and Welcome

The meeting was called to order at 6:17 pm.

David Owen began the meeting by welcoming Aaron Huckstep to the Advisory Board. Aaron Huckstep introduced himself, he will be the alternate for the Gunnison County, and mentioned he would like to go by Huck.

II. Consent Agenda

Minutes

➤ **Minutes from the March 12, 2009 meeting: Ellen Harriman made a motion to approve the minutes, and Aaron Huckstep seconded it. The motion passed unanimously.**

Financial Report

KT explained that the income and expense statement for Mountain View Senior Housing revenue line is misleading. Rent is due from the first through the fifth of each month, and when the books close the revenue will always be a month behind. You have to mentally add another month to the top line for a more accurate reflection of how the budget stands.

Mountain View has around \$350,000 in replacement reserves. Installing a fire sprinkler system will use an estimated \$150,000, including additional drywall costs. The contracts have all been signed and the installation is scheduled to start in July after it is fully engineered. By August/ September the project should be finished.

There was a short discussion regarding Neil's question, which was how often vacancies open up at Mountain View. Because there have been three deaths this year and a few move outs, there have been an unusual number of vacancies already this year. Usually there are only two or three all year. The Housing Authority has been advertising for more applicants because we currently have only 12 people on the waiting list.

KT explained that the Housing Authority's budget is extremely tight. Personnel changes and turnover costs have been particularly hard on the budget. Land costs, including the Blatt property, on West New York, as well as Lot 22 are costing ~\$105,000/year. She went on to explain that if we do the Mutual Self Help Build project, then we should finish the year in the black and not the red. The budget should have money that will carry over from the Mutual Self Help Build for next year's budget, also.

III. Discussion Agenda:

Executive Director/Staff Report

- **Lot 22 Mutual Self Help Build**

There will be a work session on Tuesday, May 26, 2009 where Pattie Snidow from USDA-Rural Development will do a presentation to the Board of County Commissioners. The BOCC has indicated that they are in favor of proceeding with the 6 units on Lot 22.

KT has met with both the Montrose and Delta Housing Authorities to see if they are interested in building 4 units of MSH housing as a subcontractor to our grant. The reason the G.C.H.A. may not build all 10 units is because the time frame is too short. If the G.C.H.A. can successfully build 6 units in an appropriate time frame, the Board of County Commissioners will probably agree to do more Mutual Self Help Build units in the future.

There were questions on how many people in Gunnison will still be interested in participating in the Mutual Self Help Build programs. The G.C.H.A. contacted the old waiting list and found that there is only one person from the past list that is still interested in the program, yet they are only interested in building a unit in Crested Butte, so this project will have to start from scratch. KT will contact Habitat for Humanity to see if any of their applicants would be interested in MSH.

KT then presented the development sketch plan of Lot 22. The final plans are being engineered and should be finalized soon and will consist of the 6-self help units and 25 townhomes. The MSH house plans consist of a 2-bedroom/1-bath home, with an unfinished attic which can be finished however they please. KT explained how they will use S.I.P.s (Structurally Insulated Panels) to avoid trusses, and that the homes will have porches off of the front and will include garages.

KT mentioned that the County will perform the plowing for the subdivision and the road maintenance. The estimated selling amount for townhomes would be around \$195,000 and less. They will have attached storage sheds and covered parking. The townhomes will be energy efficient, and have the Essential Housing Deed Restrictions.

- **Update on Needs Assessment Survey**

The summer portion of the Need Assessment Survey will be the week of July 04, 2009. BBC Research is setting up a conference call to discuss this next portion with KT, John Hess and Hap Channell. KT asked if anyone from the Advisory Board would like to be included. The board members that were interested include Huck, Ellen, and Kelly.

- **Deed Restrictions**

Larkspur

Gary Garland sent letters asking the owners in the subdivision to vote. The letter informs them that he is giving the Gunnison County a lot in Larkspur in exchange for lifting the restrictions on one of the other lots. The commissioners will give approval only if Gary Garland can get 66% of the subdivision to vote for the changes.

River Neighborhood

The commissioners agreed to modify the Deed Restrictions to River Neighborhood. The previous Deed Restrictions stated that you could only sell your home to locals for the first 12 months of the house being on the market. The homeowners asked for relief from this deed restriction, and presented sales and foreclosures to support their desire for the change. The commissioner agreed to a 3 month local's only restriction, instead of the 12 months.

Rock Creek

The Gunnison County Housing Authority is reconstructing the files for Rock Creek. There have been a few calculations made for homeowners that are looking to sell their home or to get re-financed.

- **Workforce Linkage Fees**

KT reported that the commissioners never adopted the Administrative Guidelines from the Gunnison County Housing Authority. Before adopting the document, KT would like to present a few revisions, like income averaging from three (3) years of adjusted income to calculate workforce linkage fees.

- **Down Payment Assistance- Application to Colorado Division of Housing**

KT attended a conference in Grand Junction to prepare an application to the Colorado Division of Housing. We will not be able to apply for Down Payment Assistance until after the housing needs assessment is completed, but we are going to submit an application for a grant to help pay for infrastructure costs at Rock Creek. The application is due June 1st.

- **Mountain View & Section 8**

Mountain View currently has 3 vacancies which Mary has been diligently working on to fill. She has performed the entire qualifying process for a few families to move into the units at Mountain View, but after performing all the time consuming paperwork, the families decided that they did not want to move in. One of the individuals moved into her son's home and another family moved to be near a sick family member in another town.

Mary described the process of certifying an individual/family into a unit at the Mountain View Apartments. Once she gathers all of the federally required information from third parties, she plugs them into a formula, and crunches the numbers. The results are the amount for their calculated rent, and this process takes a minimum of 3 weeks.

Mary provided a letter which was included in the packet that explained all of her training courses she has taken, and also what has been accomplished. In addition, there are 2 of the Section 8 vouchers opening up in Gunnison County. This will get the waiting list for Section 8 moving, albeit slowly.

IV. Other Business:

- **Inclusionary Zoning Recommendation to the BOCC**

David discussed the Planning Commission's letter that had been sent to the Board of County Commissioners requesting an inclusionary zoning regulation. David asked the Advisory Board to discuss this more in order to make a recommendation to the BOCC, which meets on June 16th to discuss the letter which was sent.

According to David, the Planning Commission first sent a letter to the BOCC in 2005 asking for 30% of all new units in subdivisions to be affordable housing. Instead of passing the Inclusionary Zoning, the BOCC passed the Work Force Linkage Fee. If inclusionary zoning is passed, it will require all developers have a certain percentage of the development reserved for affordable housing.

The Advisory Board discussed the issue and decided to:

1. Send a letter to the BOCC from the Advisory Board recommending inclusionary zoning.
2. Say that the Advisory Board supports the Planning Commissions' recommendation.

➤ **Neil Windsor made a motion to support the Planning Commissions' recommendation and Ellen Harriman seconded it. The motion passed unanimously.**

KT was directed to draft a letter before the June 16th meeting.

V. Next Meeting:

Next meeting will be held at 6pm on June 11, 2009 at the Crested Butte Chamber of Commerce.

It was discussed that maybe the monthly meeting should be moved to a different Thursday in the month to allow for a higher attendance. The second Thursday of the month will still be the meeting time for now, yet everyone was asked to consider a more convenient time and day, which will be discussed at a later meeting.

VI. Adjournment:

➤ **Adjourn:** David Owen made a motion to adjourn and Kelly McKinnis seconded it. The motion passed unanimously.

Adjourn: The meeting adjourned at 8:13 pm.

These are the proceedings of the Advisory Board meeting to the best of my recollection.

Respectfully submitted,
Bobbie Sloan
Administrative Assistant

I attest these minutes represent the proceedings of the March 12, 2009 meeting.

By _____ Dated: _____