

**Gunnison County Housing Authority  
Advisory Board Meeting  
Minutes  
August 13, 2009  
Crested Butte Chamber of Commerce**

**Present Members:** David Owen, Advisory Board Chair; Susan Eskew, Alternate from Town of Crested Butte; Neil Windsor, Alternate from the Town of Crested Butte; Aaron Huckstep, Alternate from Gunnison County; John Sale, member from the town of Mt. Crested Butte; Ellen Harriman, City of Gunnison.

**Absent Members:** Kelly McKinnis, Gunnison County, Advisory Board Vice- Chair;; Christi Mathews, Town of Crested Butte, Advisory Board Secretary; Reed Betz, Town of Crested Butte; Donna Arwood, member from the town of Mt. Crested Butte

**Present Staff:** Katherine T. Gazunis, Executive Director, GCHA; Bobbie Sloan, Administrative Assistant.

**Guests:** None.

**I. Call to order and Welcome**

The meeting was called to order at 6:07 p.m. David Owen welcomed everyone.

**II. Consent Agenda**

**Minutes**

**Minutes from the May 21, 2009 meeting:** David Owen mentioned that since the May minutes have already been approved as amended that we did not have to approve them.

**Minutes from the June 11, 2009 meeting:**

➤David made a motion and Susan seconded the motion to approve the minutes. It passed unanimously.

**Financial report**

KT gave a verbal report on the Housing Authority's financials. She stated that the financial reports were two months behind, and at the next meeting she will provide an up to date financial report using the general ledger so that the Board can see where the Authority stands.

K.T also mentioned that it is budget season for the County, and that she will provide the 2010 draft at the next meeting for their review.

**III. Discussion Agenda Staff report**

**Deed Restriction Inventory**

K.T. provided a copy of the inventory of all deed restricted units in Gunnison County, which was a goal in the BOCC's and Advisory Board's goals for 2009. This document includes a hyperlink to the units' individual deed restrictions and will also eventually include a hyperlink to the resale calculation formula for each property. The list will be updated shortly to include the new Larkspur lot and the new units in Mt. Crested Butte. Currently the list shows 156 Owner occupied deed restricted units, 99 deed restricted rentals, and 25 proposed units in the Gunnison County. This document is available to the public electronically in a read-only format.

This inventory document is part of the work the Housing Authority performed for the Assessor on deed restricted units that were protested this year. The Housing Authority had to stress that the numbers we provided were the maximum resale price, and not a true *valuation*, because we do not do appraisals. The taxable "valuation/appraised value" of a property are usually below market value.

The Housing Authority now has all the deed restriction resale calculation formulas in Excel so it is now easier to calculate a resale price. Instead of taking up to a month to calculate a resale price, it now takes

from 10 minutes to one business day. K.T. again stated her goal to minimize the number of different variations of deed restrictions in the county in order to reduce confusion and also help with organization.

### **Rock Creek Phase II**

Development has slowed down due to the following:

1. **State funding cycle:** We are eligible to file for a grant from the state for \$350,000 for infrastructure, as long as we have the patience and wait for their next cycle. Otherwise we would have to provide the full \$500,000 it is estimated to build the infrastructure. The Advisory Board agreed that it makes sense to wait.
2. **New P.U.D:** The plan in place has a good product with a good price, but to keep the units priced affordably, the plan needs to include 6 more units in the development. The Housing Authority will have to re-submit a P.U.D. to the City to increase the units to 38. This process will take from 60-90 days. The Housing Authority is planning on breaking ground in April of 2010. K.T. has already mentioned this to the County Attorneys, and will discuss with the BOCC.

### **Needs Assessment Survey**

There was a conference call with BBC Research and the Commissioners a few months ago, where they discussed extending the Needs Assessment deadline so they could include Western State College students. The BBC Research group had a team come up during July, surveyed people at Cattleman's Days, people on the bus to Crested Butte, and at coffee shops. The next steps will be to perform focus groups and compare the MLS data to the Assessor's database.

The draft version will be available in early September with the final report ready by the end of September. The Needs Assessment will support applications for new grants to the State for the Division of Housing.

### **501C3- Affordable Housing Trust**

The Home Buyer Counseling grant from Rural Development ended and that the program, while it was in existence, was never certified by HUD and therefore the Housing Authority is not eligible a \$50,000 grant from HUD

There are grants available for homebuyer counseling to NPO 501(c)3 agencies. In addition, local attorney Luke Danielson has expressed interest in creating a regional non-profit housing agency on behalf of one of his clients so KT is working with him to create this new entity.

Huck stated his desire to be a part of this new effort and KT will send him the draft of the By-Laws and Articles of Incorporation after they are reviewed by Mr. Danielson.

### **Mountain View & Section 8**

K.T. informed the Board about a few terminations that are taking place on the Section 8 Voucher program. There will be an appeal process for one of the families, and an Executive Director from one of the neighboring county housing authorities will be the appeal officer. Kelly McKinnis had been the appeal officer for GCHA, but we must use a third party who is not on the Advisory Board.

### **New Policy Handbook(s) & New State Contract**

K.T. announced that the new Section 8 administrative contract has been signed. Both the Mt View and the Section 8 audits were satisfactory but there were findings which need to be addressed and corrected. Mt. View and Section 8 need updated policy handbooks to help address procedures such as grievances.

## **IV Other business**

### **Inclusionary Zoning letter**

The letter from the Advisory Board to the Board of County Commissioners regarding the adoption of an Inclusionary Land Use Regulation was delivered but at the joint meeting of the BOCC and the Planning Commission, the Board of County Commissioners said that they would not consider adopting that kind of regulation at this time.

### **Board Members and Meeting Dates**

Reed has announced that he needs to resign from the Board because his busy schedule means he usually cannot attend the meetings. Discussion continued about needing to replace vacancies on the board. K.T. will write a letter to the Commissioners identifying the vacancies and asking for new

appointments. Ellen reported that she had advertised for the open vacancy for the City's but had no response.

**Disclosure of potential Conflict of interest**

A Board member has an immediate family member who is eligible for a Section 8 voucher and has concerns and questions whether this is a conflict of interest. K.T will check with the County to see if this constitutes a conflict of interest. Because the board functions in an advisory capacity and the decision making body is the Board of County Commissioners, it may not be a conflict of interest, but needs to be confirmed by the attorney.

**V Next meeting**

The next meeting will be September 10 at 6 p.m., at the GCHA office in Gunnison.

**VI. Adjournment:**

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

**Adjourn: The meeting adjourned at 8:11 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 August 13, 2009 meeting.**

**By \_\_\_\_\_ Dated: \_\_\_\_\_**