AGENDA
SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING
MONDAY, June 7, 2021 @ 11:30 AM

Via Zoom:
ID# 484.178.1222       PW: Board

I. CALL TO ORDER

II. PUBLIC DISCUSSION
No more than five minutes per person

III. APPROVAL OF MINUTES
May 3, 2021

IV. ACTION ITEMS

V. EXECUTIVE DIRECTOR REPORT

VI. WORKSESSION
Town of Mountain Village withdrawal from the IGA

VII. EXECUTIVE SESSION
For Discussion of a Personnel Matter Under C.R.S. Section 24-6-402(4)(F)(II) and Not Involving: Any Specific Employees Who Have Requested Discussion of the Matter in Open Session; or Personnel Policies That Do Not Require the Discussion of Matters Personal to Particular Employees.

VIII. ADJOURN

Next Scheduled Meeting
Monday, July 5, 2021
11:30 A.M.

This agenda is subject to change including the addition of items or the deletion of items at any time. The lengths of discussions may be shorter or longer, at the Board's discretion. If you are planning to come speak to a matter, let the Executive Director know by calling 728-3034, ext. 3.
MEETING MINUTES
SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING
MONDAY, MAY 3, 2021 @ 11:30 AM
Zoom Meeting

Board Members: Kim Montgomery: Chair, Town Manager Mountain Village
Mike Bordogna: San Miguel County Administrator

SMRHA Staff: Corenna Howard, Executive Director/Secretary
Courtney McEleney
Cecila Curry

Kim Montgomery called the meeting to order at 11:32 a.m.

I. Public Discussion
None

II. Approval of Minutes
Upon motion by Mike Bordogna and seconded by Kim Montgomery, the minutes of April 5, 2021 were unanimously approved.

III. Action Items
None

IV. Executive Director Report/Work Session
The SMRHA mock website was presented and was well received. Mike Bordogna suggested the addition of a general FAQ section as well as a few additional links for the Community section. Kim Montgomery requested the site be send to Michelle Haynes for comment. At the close of the meeting Corenna Howard provided an update as to her involvement with UVLA and rental search.

V. Motion to Adjourn
Upon motion by Mike Bordogna and seconded by Kim Montgomery, the meeting was adjourned at 12:11 p.m.

Respectfully Submitted,
Corenna Howard
Secretary
SMRHA Deed Restricted Work

- An in person educational workshop was held for the Telluride R-1 School District. The 10 attendees were provided a power point presentation on the deed restricted home buying process starting with preparing for homeownership and wrapping up with discussion on the qualifications to purchase a deed restricted unit. The attendees liked the format and thought it was informative and delivered in a clear and concise presentation.
- The ADU compliance check is completed. The vast majority of ADUs are vacant. Those rented are undergoing a tenant compliance check. There are also a handful of owners who believe their property does not contain an ADU so SMRHA will conduct further research.
- At the end of June, SMRHA will begin an outreach campaign announcing the SMC compliance check. The compliance check is scheduled to begin mid-July.

Housing Choice Voucher Program

- The wait list is now open so SMRHA is accepting applications for housing vouchers.
- DOLA has allowed home inspections to resume.
- SMRHA has been allocated an additional 16 vouchers bringing our total voucher count to 52.
- DOLA announced an increase in the monthly voucher subsidy to $43.60 per month, up $1.98 from $41.42. This increase results in an additional $651.82 per month ($1,615.38 vs $2,267.20) or $7,821.84 per year (19,384.56 vs $27,206.40) of revenue. This subsidy sufficiently covers the cost of personal required to manage the program.

SMRHA Administration

- The revised website launched on May 31st. There are still minor updates needing to be completed. SMRHA presented the website to the BOCC on June 2nd and plans to present to the THA Subcommittee at its June meeting.
- Budget work will begin this month to evaluate the financial impact on SMRHA resulting from the Town of Mountain Village’s withdrawal from the IGA.
Buying A Deed Restricted Home
Agenda

The Home Buying Process

Q&A's

Homebuyer Assistance Programs

The Deed Restriction
THE HOME BUYING PROCESS

Pur chase

Prepare

- Close the Loan
- Buy Homeowners Insurance
- Apply for Mortgage Loan
- Get Home Inspection
- Make an Offer
- Understand Deed
- Get Pre-Approved
- Required Documents
- Gather Closing Costs
- Determine Cash Available
- How Much Can I Afford

Prepare

THE HOME BUYING PROCESS

Pur chase

- Close the Loan
- Buy Homeowners Insurance
- Apply for Mortgage Loan
- Get Home Inspection
- Make an Offer
- Understand Deed
- Get Pre-Approved
- Required Documents
- Gather Closing Costs
- Determine Cash Available
- How Much Can I Afford

Prepare

THE HOME BUYING PROCESS

Pur chase

- Close the Loan
- Buy Homeowners Insurance
- Apply for Mortgage Loan
- Get Home Inspection
- Make an Offer
- Understand Deed
- Get Pre-Approved
- Required Documents
- Gather Closing Costs
- Determine Cash Available
- How Much Can I Afford

Prepare

THE HOME BUYING PROCESS

Pur chase

- Close the Loan
- Buy Homeowners Insurance
- Apply for Mortgage Loan
- Get Home Inspection
- Make an Offer
- Understand Deed
- Get Pre-Approved
- Required Documents
- Gather Closing Costs
- Determine Cash Available
- How Much Can I Afford

Prepare
Pre-Approval
Budget
Credit History
Income vs Debt Ratio
How Much Can I Afford
Lenders prefer to see a debt-to-income ratio smaller than 36%, with no more than 28% of that debt going towards servicing your mortgage.

**EXAMPLE**

Gross Income = $4,000 per month

Maximum Mortgage Payment = $1,120

\[
\text{Gross Income} = \text{Maximum Mortgage Payment} \\
\quad \times 0.28 = \text{Maximum Mortgage Payment} \\
\quad \times 0.28 = $1,120
\]
Your credit scores affect the kinds of mortgages you can be approved for, how much you can borrow, and even how much you’ll pay for private mortgage insurance.

Correct Any Errors

Determine Your Credit Score

Obtain Credit Report

Credit History

Equifax
TransUnion
Experian
How Much Can I Afford

Determine Your Budget

<table>
<thead>
<tr>
<th>Estimated Purchase Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Available Down Payment</td>
</tr>
<tr>
<td>Estimated Closing Costs</td>
</tr>
</tbody>
</table>

What Costs To Expect

- Mortgage payment
- Utilities
- Moving costs
- Maintenance and repairs
- Escrows/Prepaids
- Closing Costs
- Reserves
- Moving costs
- Maintenance and repairs

Ongoing Cost

- Mortgage payment
- Utilities
- Maintenance and repairs
- Escrows/Prepaids
- Closing Costs
- Reserves
- Moving costs
- Maintenance and repairs

Upright Costs

- Mortgage payment
- Utilities
- Maintenance and repairs
- Escrows/Prepaids
- Closing Costs
- Reserves
- Moving costs
- Maintenance and repairs

Minimum amount to save (about 3% of loan amount)

Budget Basics

How Much Can I Afford
Mortgage preapproval is a statement, usually a document or letter, of how much money a lender is willing to let you borrow to pay for a home. It’s not a requirement but it can make your home-buying process more efficient.

Documents You Will Need:
- 2-3 years of tax returns
- 2 most recent pay stubs
- Last 3 months of bank statements
- Employment list
- Asset list
- Debt list
- Landlord information

Mortgage preapproval is a statement, usually a document or letter, of how much money a lender is willing to let you borrow to pay for a home.
Who Are The Players...

SMRHA Real Estate Agent
Appraiser
Home Inspector
Title Insurance Agent
Attorney or Escrow Agent
Lender
Realtor

Purchasing Your Deed Restricted Home
Congratulations!!

Documents to Transfer Property Ownership

Seller Signs:
- Closing Disclosure
- Promissory note
- Deed of Trust
- Deed Restriction/Option

Buyer Signs:
- Deed Restriction/Option

What to Expect at Loan Closing
SMRHA’s Role

Getting Approved

Qualifications

Deed Restricted Elements

THE DEED RESTRICTION

SMRHA’s Role

Getting Approved

Qualifications

Deed Restricted Elements

THE DEED RESTRICTION
Administration of the Deed Restricted Program

- Respond to questions regarding deed restriction ownership requirements
- Process applications for purchasing properties
- Complete deed restricted documents for closings
- Perform compliance checks
- Work with the non-compliant owners
- Provide ongoing deed restriction related support
- Work with jurisdiction's legal staff
- Respond to questions regarding deed restriction ownership requirements

SMRHA's Role

Administration of the Deed Restricted Program
Getting Approved to Purchase a Deed Restricted Home

1. Contact SMRHA
2. Determine Applicable Guidelines
3. Complete Purchase Application
4. (if applicable) Apply for Exception

Aply for Exception Complete Purchase Application Determine Applicable Guidelines Contact SMRHA
Employment

1400 hours in the Telluride R-1 School District; Minimum 40 hours per month for 12 of 16 months. Up to 10% (140 hours) may be from verifiable Volunteer Community Service.

Income

Household must earn 75% of gross income within the Telluride R-1 School District.

Net Assets

Prior to application, Must live in a 4 county region (San Miguel, Montrose, Dolores, Ouray) a minimum of 22 months.

Residency

Must live in a 4 county region (San Miguel, Montrose, Dolores, Ouray) a minimum of 22 months.

Verifiable History of Employment 12 Mo Basis for 5 of 7 Years

Property Ownership

May not exceed 2x the Maximum Sales Price of property.

Deed Restriction Qualifications

Property ownership of developed residential property in SMC is restricted.

*Exemption for Qualified Disabled, Qualified Elderly

Deed Restriction Qualifications

Town of Telluride

Verifiable Volunteer Community Service.
Residency
Maintained primary residence within the Four County Region (Montrose, Ouray, Dolores, San Miguel) for at least 8 of the 12 months immediately preceding date of purchase application.

Property Ownership
Each year and Non-Qualifying Income did not exceed Qualifying Income. For at least 5 of the 8 immediately preceding years: Primary residence in the Four County Region 8 of 12 months; earned qualifying income for at least 1032 hours for each year and Non-Qualifying Income did not exceed Qualifying Income.

Retired or Disabled
Earned Qualifying Income for at least 1032 hours for each year and Non-Qualifying Income did not exceed Qualifying Income. For at least 5 of the 8 immediately preceding years: Primary residence in the Four County Region 8 of 12 months; earned qualifying income for at least 1032 hours for each year and Non-Qualifying Income did not exceed Qualifying Income.

Employment
Earned Qualifying Income for at least 1032 hours for each year and Non-Qualifying Income did not exceed Qualifying Income. For at least 5 of the 8 immediately preceding years: Primary residence in the Four County Region 8 of 12 months; earned qualifying income for at least 1032 hours for each year and Non-Qualifying Income did not exceed Qualifying Income.

Property Ownership
Property Owners and occupants may not own more than a 10% interest in other residential property in the Telluride R-1 School District.

Deed Restriction Qualifications
San Miguel County
Employed in the Telluride R-1 School District.

SMRHA shall determine whether a person qualifies as an Employee based on criteria including evidence of income earned within the Telluride R-1 School District.

A person not otherwise meeting the definition of Employee may be qualified as an Employee if that person is more than 60 years of age and has been employed in the Telluride R-1 School District.

Deed Restriction Qualifications

Town of Mountain Village

Employment
Co Signers/Borrowers

Exception Process

Rental Procedures

Capital Improvements

Compliance Checks

Maximum Sales Price (MSP)

Deed Restricted Elements

*varies by jurisdictions
Homebuyer Assistance Programs

Housing Opportunity Fund
Assistance of up to $2,500 for qualified workers purchasing a home. The home does not need to be deed-restricted, but purchaser must meet the employee eligibility requirements for the jurisdiction in which the home is located.

The First Time Homebuyers Assistance Fund was established for the purposes of facilitating and increasing housing opportunities within the local region served by TAR. Through their statewide network of approved lenders, CHFA offers home purchase loans; and grants and second mortgage loans for down payment and closing cost assistance.

Colorado Housing and Finance Authority (CHFA)
San Miguel Regional Housing Authority
Board Meetings
2021

11:30 A.M.
Via Zoom
ID# 484.178.1222    PW: Board

January 4, 2021
February 1, 2021
March 1, 2021
April 5 2021
May 3, 2021
June 7, 2021
July 12, 2021
August 2, 2021
September 13, 2021
October 4, 2021
November 1, 2021
December 6, 2021

The Meeting Dates and Times are subject to change as are the Agendas, including the addition of items or the deletion of items at any time. If you are planning to come speak to a specific matter, let the SMRHA Executive Director know by calling 728-3034, ext. 3.

Packet materials are available from the San Miguel Regional Housing Authority by contacting the Executive Director and in the SMRHA Office no later than 24 hours prior to the meeting.