



820 Black Bear Road, Unit G-17
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**SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING**

MONDAY JUNE 6, 2022 @ 1:00 PM

Via Zoom

ID#: 484.178.1222 PW: Board

- I. CALL TO ORDER**
- II. PUBLIC DISCUSSION**
No more than five minutes per person
- III. REVIEW OF AGENDA**
- IV. APPROVAL OF MINUTES**
May 23, 2022
May 16, 2022
- V. ACTION ITEMS**
 - A. Appointment of Courtney McEleney as Secretary
 - B. Appointment of Courtney McEleney as Bank Signatory
- VI. MANAGER REPORT**
- VII. ADJOURN**

NEXT SCHEDULED MEETING

August 1, 2022

1:00 PM

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 SMRHA Manager know by calling 970-728-3034, ext. 5.



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**MEETING MINUTES
SAN MIGUEL REGIONAL HOUSING AUTHORITY
SPECIAL MEETING
MONDAY, MAY 23, 2022 @ 10:00 AM**

The following SMRHA Board members were present:

Mike Bordogna, San Miguel County Manager
Scott Robson, Telluride Town Manager
Pamela Shifrin, At Large Board Member

Zoom Attendance:

Lance Waring, San Miguel County Commissioner

The following were absent:

Adrienne Christy, Telluride Town Council Member

The following were also in attendance:

James Van Hooser, San Miguel County Assistant County Manager
Christina Lambert, San Miguel County Human Resources Director

I. CALL TO ORDER

The special meeting of the San Miguel Regional Housing Authority (SMRHA) Board was called to order by Lance Waring on Monday, May 23, 2022 at 10:00 a.m.

II. EXECUTIVE SESSION

On a **MOTION** by Lance Waring and seconded by Scott Robson, the SMRHA Board voted unanimously to move into Executive Session pursuant to 24-6-402crs 4(f)(1) regarding the SMRHA Manager position.

Executive Session concluded at 1:00 p.m.

Christina Lambert, San Miguel County Human Resources Director will perform reference checks and make an offer of employment.

III. ADJOURN

There being no further business the SMRHA Board adjourned the meeting at 1:03 p.m.

Reminder:

The next regular SMRHA Board meeting will take place on Monday, June 6, 2022 at 1:00 p.m. via Zoom.

Respectfully Submitted,

Pamela Shifrin



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**MEETING MINUTES
SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING
MONDAY, MAY 16, 2022 @ 1:00 PM**

Zoom Attendance:

The following SMRHA Board members were present:

Lance Waring, San Miguel County Commissioner
Mike Bordogna, San Miguel County Manager
Adrienne Christy, Telluride Town Council Member
Scott Robson, Telluride Town Manager
Pamela Shifrin, At Large Board Member

The following were absent:

None

The following were also in attendance:

James Van Hooser, San Miguel County Assistant County Manager
Christina Lambert, San Miguel County Human Resources Director
Correna Howard
Delanie Young, Town of Telluride Mayor
Andrew and Sarah Midler
Kim Montgomery
Josh Rapaport
Courtney McEleny
T. Hawkins

I. CALL TO ORDER

The regular meeting of the San Miguel Regional Housing Authority (SMRHA) Board was called to order by Lance Waring on Monday, May 16, 2022 at 1:00 p.m. via Zoom.

II. PUBLIC DISCUSSION

No public comment was received.

III. REVIEW OF AGENDA

IV. APPROVAL OF MINUTES

- A. Approval of draft meeting minutes from April 18, 2022.

Upon **MOTION** by Adrienne Christy and seconded by Scott Robson, the minutes of April 18, 2022 were unanimously approved.

V. ACTION ITEMS

- A. Independent Contractor Status

Item deferred to Executive Session

- B. Consideration of an Exception Request from Sarah and Andrew Milder for an exception to the Aldasoro Ranch Subdivision Amended and Restated Deed Restriction and Covenant Section 2.1.1 (b) and (c) of the Current Local Employee Standard

Per previous discussions and pending IG agreement, exemption requests are to be determined by the housing authority of the property in question. The exception request submitted by Sarah and Andrew Milder will be referred to the June 8th County Commissioners Meeting.

VI. OTHER BUSINESS

- A. Pinion Park Lottery

Lois Major will consult with SMRHA staff and assist with the lottery process for Pinion Park.

VII. EXECUTIVE SESSION

- A. 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.

On a **MOTION** by Adrienne Christy and seconded by Scott Robson, the SMRHA Board voted unanimously to move into Executive Session 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.

Executive Session concluded at 1:50 p.m.

Board gave direction to formalize the status of current contractor to part-time employee status and to schedule interviews with three candidates for the SMRHA Manager position.

VIII. ADJOURN

There being no further business, and on a MOTION by Mike Bordogna and seconded by Scott Robson, the SMRHA Board adjourned the meeting at 2:03 p.m.

Reminder:

The next regular SMRHA Board meeting will take place on Monday, June 6, 2022 at 1:00 p.m. via Zoom.

Respectfully Submitted,

Pamela Shifrin

RESOLUTION

2022-02

Appointment of Secretary

RESOLVED, that Courtney McEleney is appointed to the office of Secretary to serve until a successor shall be duly elected, unless she resigns, is removed from office or is otherwise disqualified from serving as an officer of the Authority.

RESOLVED, that the Secretary is hereby authorized to do and perform any and all such acts, including execution of any and all documents, as the Board shall deem necessary or advisable, to carry out the purposes and intent of the foregoing resolution,

RESOLVED FURTHER, that any actions taken by such officer prior to the date of the foregoing resolution adopted hereby that are within the authority conferred thereby are hereby ratified, confirmed, and approved as the acts and deeds of this Authority.

RESOLVED, APPROVED AND ADOPTED BY THE SMRHA BOARD OF DIRECTORS on the 6th day of June, 2022.

By: _____

By: _____

RESOLUTION

2022-03

Appointment of Authorized Bank Signatory

RESOLVED, that Courtney McEleney be and is appointed as authorized signatory of San Miguel County Regional Housing Authority's financial accounts held at Alpine Bank and ColoTrust.

RESOLVED FURTHER, that the SMRHA Board of Directors hereby authorizes Courtney McEleney to transact business, including by not limited to the maintenance of saving, checking and other accounts.

RESOLVED, APPROVED AND ADOPTED BY THE SMRHA BOARD OF DIRECTORS on the 6th day of June, 2022.

By: _____

By: _____



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MANAGER REPORT

HR

- The Administrative Coordinator job listing is live on SMRHA, Town of Telluride, San Miguel County websites and through Telluride Daily Planet ads.

Deed Restricted

- Courtney is working with Lois Major on the upcoming Pinion Park lottery, set to go live in mid-July.
- Courtney is meeting with Lois Major regarding outstanding/pending SMC DR items.
- We are currently processing a steady amount of DR purchase and rental applications with several closings set for June.

Housing Voucher Program

- Corenna continues to manage the HV program, hoping to wrap many pending items.

Administration

- Courtney and Corenna are in the process of transitioning all responsibilities. This transition process will take place through the month of June. The transition process includes training on financial systems, Deed Restricted programs and procedures, the Housing Voucher Program as well as the transfer of all accounts to Courtney.
- There is a current backlog of administrative duties such as the scanning of compliance and application paperwork into electronic files.
- Updates have been made to smrha.org



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SAN MIGUEL REGIONAL HOUSING AUTHORITY 2022 BOARD MEETINGS

1:00 P.M.

Via Zoom ID#: 484.178.1222 PW: Board

January 24, 2022

February 7, 2022

March 7, 2022

March 21, 2022 - Special Mtg

March 30, 2022 - Special Mtg

April 18 2022

May 16, 2022

May 23, 2022 - Special Mtg

June 6, 2022

June 28, 2022

August 1, 2022

August 30, 2022

October 3, 2022

November 7, 2022

December 5, 2022

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, please let the SMRHA Manager know by calling 970-728-3034, ext. 5.

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