



820 Black Bear Road, Unit G-17
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**SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING
AUGUST 15, 2022 @ 1 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**
June 28, 2022
- V. WORKSESSION ITEMS**
 - A. Administrative Coordinator Discussion
 - B. SMRHA Reserves
 - C. Rico Bedrock Subdivision Update
 - D. SMRHA Newsletter
 - E. Application Format Discussion
- VI. MANAGER REPORT**
- VII. OTHER BUSINESS**
- VIII. ADJOURN**

NEXT SCHEDULED MEETING

**August 30, 2022
1 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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SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING MINUTES
TUESDAY, JUNE 28, 2022 @ 12 PM

The following Board Members were present via Zoom:

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

The following were absent:

- Scott Robson, Telluride Town Manager

The following were also in attendance:

- James Van Hooser, San Miguel County Assistant Manager
- Courtney McEleney, SMRHA Manager

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, June 6, 2022 at 12:04 p.m. via Zoom.

II. PUBLIC DISCUSSION

No public items were received.

III. REVIEW OF AGENDA ITEMS

No additions or subtractions of the Agenda were considered.

IV. APPROVAL OF MINUTES

Upon MOTION by Pam Shifrin and seconded by Adrienne Christy, the minutes of June 06, 2022 were unanimously approved.

V. WORKSESSION ITEMS

- Administrative Coordinator Discussion** – It was decided to keep the Administrative Coordinator position posted for the month of July as is. The Board will reevaluate hours and benefits if a qualified candidate is not identified by the next Board meeting. Courtney will work on a number for organization reserves.
- Pinion Park Lottery Discussion** – Overview of the Pinion Park lottery was discussed. Courtney will send the board final guidelines, covenants, and exception/appeal

applications.

- C. **Rico Bedrock Subdivision** – The new DR subdivision was discussed. It was decided that Courtney should have a meeting with the developer to get the exact needs for the project and report back at the next meeting.
- D. **SMC Exception Procedure Discussion** – New Covenant procedures are being drafted by Lois and James and reviewed by Courtney. Lance and Mike requested to review the procedures before they were presented to the BOCC for approval. This is a time sensitive matter.
- E. **Legal Counsel Discussion** – Discussed the distinction between San Miguel County Housing Authority (SMCHA) Legal Counsel roles and SMRHA Legal Counsel roles. SMCHA legal counsel will continue to review and update County DR and covenants, applications, etc.

VI. Manager Report

Courtney reviewed the Manager Report

VII. Adjourn

The Regular Meeting of the San Miguel Regional Housing Authority (SMRHA) Board was adjourned by Lance Waring on Tuesday, June 28, 2022 at 1:04 p.m. via Zoom



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MANAGER REPORT

Administration

- CM hired temporary 1099 contractor 12 hrs./ week to assist with shredding of files, e-filing, and processing of rental applications
- CM hired Vital Records Control to shred and destroy old documents. \$175 per 10 boxes
- SMRHA will relinquish one or two offices to TOT, reduced rent
- CM continues to work with C. Howard on Quickbooks accounting through the end of the year
- CM will begin preparation of 2023 Budget
- CM to schedule 2023 Compliance meetings with respective jurisdictions
- CM to payout ½ 2021 SMC/TOT fees

Deed Restriction

- **SMC:**
 - TSD closed on 777 Two Rivers Dr.
 - 2 rental applications
 - Pinion Park Lottery: 2 approved applications processed
 - Upcoming review of SMC DR processing materials – application needs, etc.
 - Upcoming adoption of SMC Retention Schedule
- **TOT:**
 - 2 upcoming Exception Requests
 - 1 July Closing
 - 5 July Rental Applications – 3 Renewals
 - Creekside Concerns

Foreclosures

- None

Housing Voucher Program

- CM in the process of HQS Inspector Training
- CM in the process of Elite Access Training



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SAN MIGUEL REGIONAL HOUSING AUTHORITY 2022 BOARD MEETINGS

1:00 P.M.
(unless otherwise noted)

Via Zoom	ID#: 484.178.1222	PW: Board
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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 - 12 PM
August 15, 2022
August 30, 2022
October 3, 2022
November 7, 2022 - 3:30 PM
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 Courtney at 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.