



820 Black Bear Road, Unit G-17
P.O. Box 840, Telluride, CO 81435
Tel: 970-728-3034 ext. 4
E-mail: admin@smrha.org Web: www.smrha.org

SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING

January 5 @ 3 PM

Via Zoom	ID#: 484.178.1222	PW: SMRHA2023
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- I. CALL TO ORDER**
- II. PUBLIC DISCUSSION**
No more than five minutes per person.
- III. REVIEW OF AGENDA**
- IV. APPROVAL OF MINUTES**
December 1, 2025
- V. ACTION ITEM**
Appointment of Elena Levin to SMRHA Board
- VI. EXECUTIVE DIRECTOR REPORT**
- VII. ADJOURN**

NEXT SCHEDULED MEETING

February 2, 2026

1 PM



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SAN MIGUEL REGIONAL HOUSING AUTHORITY REGULAR MEETING MINUTES

Monday, December 1, 2025 @ 1 PM

The following SMRHA Board Members were present:

- Lance Waring, Commissioner, San Miguel County
- Zoe Dohnal, Town Manager, Town of Telluride
- Matt Lewis, At-Large Board Member

The following were also in attendance:

- Pamela Shifrin, Executive Director, SMRHA
- Drea Araiza, Housing Specialist, San Miguel County

I. CALL TO ORDER

The Regular Meeting of the San Miguel Regional Housing Authority Board was called to order by Lance Waring on December 1, 2025 at 1:03 p.m. via Zoom.

II. PUBLIC DISCUSSION

No public comment was heard

III. REVIEW OF AGENDA ITEMS

No additions or subtractions to the Agenda were considered.

IV. APPROVAL OF MINUTES

Upon motion by Matt Lewis and seconded by Zoe Dohnal the minutes of the November 3, 2025 Regular Meeting were approved unanimously.

V. WORKSESSION

Upon motion by Zoe Dohnal and second by Matt Lewis, A Resolution/an Ordinance Summarizing Expenditures and Revenues for Each Fund and Adopting a Budget for The San Miguel Regional Housing Authority Colorado, for The Calendar Year Beginning on the First Day of January, 2026, and Ending on the Last Day of December, 2026 was approved.

The Board reviewed and approved the 2026 list of meeting dates.

VI. EXECUTIVE DIRECTOR REPORT

Pamela Shifrin reviewed the Executive Director report including database improvements, Town of Telluride compliance taking place December 1 through 21, 2025 and lottery information for

three (3) upcoming units beginning in January 2026. SMRHA continues to support SMC with their reversion project, which seems to be going well.

VII. ADJOURN

Upon motion by Zoe Dohnal and seconded by Matt Lewis the Regular Meeting of the San Miguel Regional Housing Authority Board was adjourned by unanimous consent at 1:23p.m. on December 1, 2025.

RESOLUTION

2026-01

Appointment of Board Member

RESOLVED, that Elena Levin is appointed as Board member 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, to take her respective office immediately upon such appointment.

RESOLVED, APPROVED AND ADOPTED BY THE SMRHA BOARD OF DIRECTORS on the 5th day of January, 2026.

By: _____ By: _____



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EXECUTIVE DIRECTOR REPORT

January 5, 2026

- Continuing Qualification Verification update

SMRHA offered three options to owners to submit their forms.

- Owner Portal = 41 Submissions
- Formstack = 15 Submissions
- Paper = 16 Submissions

Town of Telluride has 230 Units

- 54 Affordable Housing Units
- 95 Town Constructed Units
- 30 Employee Dwelling Units
- 34 Town Rental Units
- 15 Not Subject to Compliance
 - 8 Town Deed Restricted
 - 4 School District
 - 3 Vacant Land

As of today, there are 17 late submissions (8%) – all owners have been contacted via email and phone. Next step is to send certified letters.

- Lottery Update – Town of Telluride

White House 3C, Entrada H, and Meribel B units: 29 Application submission appointments as of today. Appointments take place through January 16th.

- January 15, 9:00 am – Lottery Exception hearings (Household size and financing only)
- January 29, 9:00 am – Appeal hearings (if needed)
- January 30, 10:00 am – Lottery Drawing

- Application process and documentation



Town of Telluride

2025 Continuing Qualification Verification

Begins today **December 1st, 2025**. You will have until **December 21st** to complete. The reporting period is December 1, 2024 through November 30, 2025. We appreciate your participation in completing this important process.

Owners may submit their compliance through the secure Owner Portal, via online forms, or may choose to use paper forms.

WAYS TO SUBMIT YOUR VERIFICATION

Option A: Secure Owner Portal

- Ensure you have all supporting documents completed, **notarized** and ready for upload prior to beginning as the form must be completed in one step and cannot be saved to return to at a later time.
- Log in at smrha.chobiit.us/
- Select **CQV Form** and **Add Record**
- Under **Unit Ownership** select **Lookup** – then set your property address
- Enter all information completely and accurately
- Upload supporting documents and submit the form.

Option B: Online Form

- Ensure you have all supporting documents completed, notarized and ready for upload prior to beginning as the form must be completed in one step and cannot be saved to return to at a later time.
- Navigate to **Continuing Qualification Verification Form**
- Please read the instructions at the top of the form carefully
- Enter all information completed and accurately
- Upload supporting documents and submit the form.

Option C: Paper Forms

- Download forms:
 - Visit [Town Of Telluride Compliance - SMRHA.org](https://www.smrha.org)
- Submit completed packet to SMRHA no later than December 21, 2025.
 - USPS: SMRHA
Attn: Compliance
PO Box 840, Telluride, CO 81435
 - Hand Delivery: Shandoka - 820 Black Bear Road #G-17, Telluride, CO 81435 (after hours drop box is available)
 - Email: admin@smrha.org

If you have any questions or concerns about your verification or forms, please reach out - we are always happy to help!

e: admin@smrha.org

p: 970-728-3034



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SAN MIGUEL REGIONAL HOUSING AUTHORITY 2026 BOARD MEETINGS

1 P.M.

January 5

February 2

March 2

April 13

May 4

June 1

July 6

August 3

September 14

October 5

November 2

December 7