



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

July 6 @ 1 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**
June 1, 2026
- V. WORKSESSION**
 - A. Consideration of a request from Town of Mountain Village – SMRHA
Lottery Assistance
- VI. EXECUTIVE DIRECTOR REPORT**
- VII. ADJOURN**

NEXT SCHEDULED MEETING

August 3, 2026

1 PM



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SAN MIGUEL REGIONAL HOUSING AUTHORITY REGULAR MEETING MINUTES

Monday, June 1, 2026 @ 1 PM

The following SMRHA Board Members were present:

- Lance Waring, Commissioner, San Miguel County
- Elena Levin, Councilperson, Town of Telluride
- Mike Bordogna, County Manager, San Miguel County
- Zoe Dohnal, Town Manager, Town of Telluride

The following were also in attendance:

- Pamela Shifrin, Executive Director, SMRHA
- Jarrod Biggs, Deputy County Manager, San Miguel County
- Drea Ariza, Housing Specialist, San Miguel County
- Nancy Willis, Paralegal, 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 June 11, 2026, at 1:02 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 Elena Levin and seconded by Mike Bordogna the minutes of the April 13, 2026, Regular Meeting were approved unanimously.

V. WORKSESSION

- A. Jarrod presented the next steps for the County's Continued Qualification Verification process following completion of the reversion effort. SMCHA and SMRHA will work collaboratively to ensure property owners are informed of the verification requirements and timeline, with the next verification cycle scheduled for October 2026 and recurring biennially thereafter.
- B. Lance discussed the potential implementation of a new County deed restriction for the Ilium lots owned by the Town of Mountain Village. If deemed appropriate for the project, SMCHA will work with the developer to evaluate appreciation caps and asset limitations.

- C. Zoe proposed the creation of an anonymous feedback and concern form. Staff noted that SMRHA currently offers three avenues for public communication: a Contact Form, a Report a Concern Form, and a Grievance Policy and Procedure. To encourage additional public input, the Contact Form will be updated to include the term "Suggestion."
- D. Pamela presented the desire to implement an online application platform for Rental and Purchase Program applications. Due to the collection of application fees, payment processing fees would apply to online credit card and ACH transactions. The Board agreed that charging such fees is a standard business practice and that applicants should retain the option to avoid processing fees by paying with cash or check.

VI. EXECUTIVE DIRECTOR REPORT

Pamela Shifrin reviewed the Executive Director's Report, including updates to the employee handbook, the status of the Town of Telluride's April lottery for three deed-restricted units, and the projected October 2026 timeline for the County Deed-Restricted Properties Continued Qualification Verification process.

VII. ADJOURN

Upon motion by Elena Levin and seconded by Mike Bordogna the Regular Meeting of the San Miguel Regional Housing Authority Board was adjourned at 1:48 p.m. on June 1, 2026.

Scope of Services – Prospect Plaza Homeownership Lottery Administration Support

The Town of Mountain Village ("Town") is seeking assistance from the San Miguel Regional Housing Authority ("SMRHA") to administer and support the lottery sale process for a deed-restricted homeownership unit located in Prospect Plaza.

The anticipated scope of services includes:

- Develop a proposed lottery timeline and project schedule with the goal of conducting the lottery and completing the selection process in September 2026.
- Provide recommendations and guidance regarding lottery administration, application review procedures, eligibility verification, and industry best practices for deed-restricted homeownership opportunities.
- Assist the Town in developing a transparent and equitable lottery process consistent with Town policies and applicable deed restrictions.
- Receive and process applications submitted during the application period.
- Review applications for completeness and verify applicant eligibility based on criteria established by the Town.
- Maintain records of applications received and provide periodic updates to Town staff regarding application status and applicant participation. Records to be retained by TOMV after lottery.
- Provide recommendations regarding contingency procedures, waitlist management, and applicant notifications following completion of the lottery.
- Participate in coordination meetings with Town staff as reasonably necessary throughout the process.
- Potential assistance processing applications for a Meadowlark Lottery in July 2026

Town of Mountain Village Responsibilities

The Town shall retain responsibility for the following items:

- Development and adoption of the applicant point selection criteria and eligibility requirements.
- Public communications, marketing, and outreach related to the homeownership opportunity.
- Preparation and distribution of informational materials.
- Hosting and staffing any open houses, informational meetings, or applicant education sessions.
- Coordinate and administer the lottery drawing process in accordance with the approved procedures.
- Prepare and provide documentation of lottery results, including applicant rankings and selection outcomes.
- Final approval of lottery procedures, eligibility criteria, and applicant selection requirements.

Lottery Preference Structure

The lottery process shall be structured to prioritize applicants in the following order, subject to eligibility requirements established by the Town:

1. Individuals employed within the Town of Mountain Village.
2. Individuals employed within the Telluride R-1 School District boundaries.

3. Eligible Mountain Village businesses seeking to purchase the unit for employee housing purposes.

SMRHA shall provide recommendations regarding administration of this preference structure and assist with implementation of the approved process.

Compensation

SMRHA shall provide a proposed fee structure, including any hourly rates or fixed-fee services associated with the administration of the lottery process. Any additional services outside the scope identified above shall require prior written authorization by the Town.



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EXECUTIVE DIRECTOR REPORT

July 6, 2026

- **Administrative**
 - Online Application development and testing
 - Audit extension granted by Office of the State Auditor, next step, exemption filing
 - Cleanout of storage unit – secure file shredding on the horizon
- **Town of Telluride**
 - Two (2) Closings
 - One new Intent to Sell
 - Nine (9) Rental Applications
 - Amended TAHG with 2026 AMI Updates posted June 26, 2026
- **San Miguel County**
 - One (1) Closing
 - Updating database with reversion documents
 - One (1) Pinion Park sale withdrawn, four (4) remain on market



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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

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 SMRHA know by calling 970 728-3034, ext. 4.

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.