



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

October 2, 2023 @ 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**
September 5, 2023 Regular Meeting
September 18, 2023 Special Meeting
- V. WORKSESSION ITEMS**
- VI. ACTION ITEM**
Adoption of SMRHA Grievance Policy. Motion.
- VII. OTHER BUSINESS**
- VIII. MANAGER REPORT**
- IX. ADJOURN**

NEXT SCHEDULED MEETING

November 6, 2023

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. 4.



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SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING MINUTES
MONDAY, SEPTEMBER 5, 2023 @ 1 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 Board Members were absent:

- Scott Robson, Telluride Town Manager

The following were also in attendance via Zoom:

- Courtney McEleney, SMRHA Manager

I. CALL TO ORDER

The Regular Meeting of the San Miguel Regional Housing Authority Board was called to order by Lance Waring on September 5, 2023 at 1:02 p.m.

II. PUBLIC DISCUSSION

No public discussion was provided.

III. REVIEW OF AGENDA ITEMS

No additions or subtractions of the Agenda were considered.

IV. APPROVAL OF MINUTES

Upon motion by Mike Bordogna and seconded by Adrienne Christy the meeting minutes of July 10, 2023 were unanimously approved.

V. WORKSESSION

Review of Grievance Policy

SMRHA Manager and SMRHA Board reviewed the current draft version of the grievance policy.

Review of 2024 SMRHA Budget

SMRHA Manager reviewed the 2024 budget. Discussion was continued to the next meeting.

VI. ACTION ITEMS

SMRHA Board directed SMRHA Manager and SMC Manager to make edits to the current grievance draft and send to SMRHA counsel for review.

SMRHA Manager was directed to set up a meeting with the Bedrock Rico developers to see how SMRHA can assist in a consulting capacity.

SMRHA Manager was directed to speak with SMC Manager and TOT Manager regarding the Housing Needs Assessment cost percentages by jurisdiction.

VII. MANAGER REPORT

SMRHA Manager reviewed the Manager Report.

VIII. ADJOURN

Upon motion by Adrienne Christy, the Regular Meeting of the San Miguel Regional Housing Authority (SMRHA) Board was adjourned by Lance Waring on September 5, 2023 at 2:40 p.m.



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SAN MIGUEL REGIONAL HOUSING AUTHORITY
REGULAR MEETING MINUTES
MONDAY, SEPTEMBER 18, 2023 @ 1 PM

The following Board Members were present via Zoom:

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

The following were also in attendance via Zoom:

- Courtney McEleney, SMRHA Manager

I. CALL TO ORDER

The Special Meeting of the San Miguel Regional Housing Authority Board was called to order by Lance Waring on September 18, 2023.

II. PUBLIC DISCUSSION

No public discussion was provided.

III. REVIEW OF AGENDA ITEMS

No changes or additions were made to the agenda.

IV. WORKSESSION ITEMS

Review of 2024 Budget

Discussion of the 2024 SMRHA Budget was continued from the previous regular meeting.

Housing Needs Assessment Discussion

Discussion of the Housing Needs Assessment cost percentages by jurisdiction was continued from the previous regular meeting.

V. ACTION ITEMS

Approval of 2024 SMRHA Budget

Upon motion by Adrienne Christy, and seconded by Scott Robson, the 2024 SMRHA Budget was approved with an increase in the wellness fund to \$3400.

Direction to Staff Regarding Grievance Policy

Upon motion by Adrienne Christy, and seconded by Mike Bordogna, staff was directed to reach out to Mountain Village regarding Housing Needs Assessment cost percentages by jurisdiction.

Direction to Staff Regarding Housing Needs Assessment

Upon motion by Mike Bordogna and seconded by Scott Robson, staff was directed to provide an updated and shortened version of the Grievance Policy for the next board meeting.

VI. OTHER BUSINESS

No other business was discussed.

VII. ADJOURN

Upon motion by Adrienne Christy, the Special Meeting of the San Miguel Regional Housing Authority (SMRHA) Board was adjourned by Lance Waring on September 18, 2023.

SMRHA Grievance Policy

Adopted _____, 2023

A grievance is any dispute that any client has with SMRHA personnel or SMRHA board member regarding action or failure to act in accordance with the individual's rights, duties or welfare. A grievance may be presented directly to (2) SMRHA Board members – the Town of Telluride Manager and San Miguel County Manager (Grievance officers). Grievances regarding deed restrictions shall be referred to the issuing authority of such restrictions (THA or SMCHA).

Any grievance shall be presented, in writing through email or hard copy within one month of the aggrieved situation. The grievance shall include:

1. The name, mailing and email address and telephone number of the complainant(s) and similar information of complainant's representative, if applicable;
2. The particular ground(s) upon which the grievance is based, including the specific action, or non-action, taken by staff and the specific grounds why the staff decision was incorrect;
3. The action or remedy requested;
4. The recommendation made to the SMRHA board by the Grievance officers, along with the written correspondence submitted to the Grievance officers.

After the staff member and complainant have presented their dispute in writing to the Grievance officers and heard their recommendations, the SMRHA Board Members may ask questions of either party. The SMRHA board members will then make recommendations to the full SMRHA Board. Should the Board wish to discuss this further, an executive session may be scheduled at the next regular SMRHA Board meeting.

Grievance procedures shall be fair and provide for the basic safeguards of due process including, but not limited to: adequate notice of grounds upon which grievance is based, an opportunity to be heard, meaning an opportunity to refute the evidence presented, and to present an equitable defense, in a timely and reasonable manner; and a decision on the merits.

The SMRHA Board's determination will be binding. The decision of SMRHA Board shall constitute final agency action subject to judicial review in accordance with CRCP Rule 106(a)(4).



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MANAGER REPORT

October 2, 2023

- **SMC:**
 - 1 September Closing
 - 1 October Closing
 - 2 November Closings
 - SMC Compliance Update

- **TOT:**
 - 1 November Closing, pending Exception
 - 1 pending Notice of Violation
 - 2 reported concerns
 - TOT Compliance Update

- **HOUSING NEEDS ASSESSMENT UPDATE**



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SAN MIGUEL REGIONAL HOUSING AUTHORITY 2023 BOARD MEETINGS

1 P.M.

(unless otherwise noted)

Via Zoom	ID#: 484.178.1222	PW: SMRHA2023
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January 3 - CANCELED

February 6

March 6

April 3 - CANCELED

May 1

June 5

July 10

August 7 - CANCELED

September 5

September 18 - Special Meeting

October 2

November 6

December 4

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. 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.