

FRASER RIVER VALLEY HOUSING PARTNERSHIP

Regular Meeting

Monday, March 11th, 2024

Winter Park Council Chambers
3:00 pm



[Link to Join Zoom Meeting](#)

Meeting ID: 957 3076 7861

Passcode: 502301

Call in: 1 (719)359-4580

Agenda

1. Meeting Call to Order
2. Consent Agenda
 - a. Approving meeting minutes from the February 26th Regular Meeting
3. Public Comment
4. Executive Director Report & Working Group Updates
5. Discussion and Action Items
 - a. Financial Report
 - b. Financial Advisor Services
 - c. Messaging Discussion
 - d. Development Proposals - next steps
 - e. Upcoming meetings March 25 & April 8
7. Other Items for Discussion
8. Adjourn

MEETING MINUTES

DATE: Monday, February 26, 2024 at 3:00pm
MEETING: Fraser River Valley Housing Partnership Board, Regular Meeting
LOCATION: Granby Board of Trustees Chambers & Zoom
PRESENT: Deb Brynoff (zoom), Skylar Marshall, Sandra Scanlon, Michael Johnson, Al Furlone, and Ken Jensen



OTHERS PRESENT: Rob Clemens, Nicole Schafer, Alisha Janes.

1. Meeting Called to Order at 3:01 pm

Roll Call: Deb Brynoff, Skylar Marshall, Sandra Scanlon, Al Furlone, Mike Johnson, and Ken Jensen. Robyn Wilson had an excused absence

Sandra Scanlon requested an agenda change. **Michael Johnson motioned to amend the agenda to add an Emergency Executive Session to the agenda after Other Items for Discussion. Ken Jensen seconded and all were in favor.**

2. **Debrah Brynoff made the motion to approve the Consent Agenda. Al Furlone seconded the motion and all members approved the motion.**

- a. Approving meeting minutes from the January 22nd Regular Meeting
- b. Resolution 39 to add Sandra Scanlon for Bank Signature Authority
- c. Resolution 40 to adopt Local Government Record Retention Standards

3. Public Comment

No public comments

4. Executive Director Report & Working Group Updates

Rob plans to attend the Prop 123 Equity webinar, has been preparing for the audit and met with UBB's finance team to discuss potential finance options. He is particularly interested in a more granular analysis of AMI data with Urban Rural Continuum as the final use of IHOP grant funds issued to the Town of Fraser.

Alisha Janes from the Town of Winter Park discussed the March sale of 8 homes in Hideaway Junction II. The lottery was completed in January 2024.

Nicole Schafer from the Town of Granby updated the Board on the Community Housing Project progress with MIHA and NHF. Naming is still in the works. The essential worker project is progressing slowly as they entertain a modular concept. A portfolio of plans automatically approved by each town / county building department might be helpful in moving infill projects forward.

5. Discussion and Action Items

- a. David Barker and Eric Knopping provided an update on the Tabernash Flats Project. The project is currently stalled due to opposition from the Pole Creek Valley HOA. Resident opposition was recorded at the County Commissioner meetings. The Design Review Committee has adjusted the guidelines to prevent critical elements within the Project. The FRVHP Board supports this project as it provides affordable units in the middle income AMI level.
Next steps include identifying HOA Board President for discussion, understanding the project from the County Planning Director, and Letter of Support.
- b. Financial Report
Rob Clemens provided a cash position update on the financial report. The major expense was \$4500 to KFFR for underwriting and marketing outreach.
- c. Auditor Selection
 - i. Resolution 41 for execution of engagement letter with McMahan and Associates - **Michael Johnson motioned, Ken Jensen seconded, all approved.**
- d. RFP Status for Financial Advisor Services
5 proposals were received and will be shared with the Board members to review. Michael Johnson, Ken Jensen and Rob Clemens will take responsibility for reviewing and report back to the Board for selection and next steps.
Castlewood Partners, CSG Advisors, Hilltop Securities, PFM Financial Advisors, and UMB Financial Services all submitted proposals.
- e. Motion to approve Realtor MOU with striking the language around “existence” of the MOU.
Michael Johnson motioned, Al Furlone seconded, all approved.
- f. Motion for FRVHP to Support HB24-1316
Michael Johnson motioned, Ken Jensen seconded, all approved.

7. Other Items for Discussion

Al Furlone requested more information on the Tabernash HWY 40 potential development that was mentioned by David Barker and if it would have an affordable component.

Al Furlone also mentioned the Hideaway Mountain Lodge is up for sale and should be evaluated by the Board at some point.

Skylar Marshall mentioned that the sale of Wapiti Meadows was finalized.

7b. Executive Session Pursuant to C.R.S. 24-6-402(4)(e) for a personnel matter related to the Executive Director.

The Board entered Executive Session at 4:52pm with a roll call vote with all Board members in favor. Non-Board members present in the Executive session included: Rob Clemens. The Executive Session concluded at 5:32pm with no action items required.

8. Adjourned 5:32pm. **Michael Johnson motioned, Al Furlone seconded, and all were in favor.**

FRVHP Financial Report



	December 2023	January 2024	February 2024
Opening Balance	\$1,049,615	\$1,058,907	\$1,062,919
Revenues	\$19,174	\$19,385	\$16,651
Expenses	\$9,882	\$15,373	\$38,586
Closing Balance	\$1,058,907	\$1,062,919	\$1,040,984

Board Memo

Subject: Financial Services Proposals



Overview:

The Fraser River Valley Housing Partnership released an RFP for Financial services on January 22, 2024 and received five proposals by the February 23, 2024 deadline. Complete proposals were received from:

- Castlewood Partners
- CSG Advisors
- Hilltop Securities
- PFM Financial Advisors
- UMB Financial Services

Recommended Actions:

Michael Johnson, Ken Jensen, and Rob Clemens reviewed the proposals and recommend moving Hilltop Securities and Castlewood Partners forward in the selection process.

The selection process could include follow up questions, individual interviews, and/or a board interview.

At this time advice from the full board regarding any refined selection priorities and preferred process would be appreciated.

Board Memo

Subject: Messaging Discussion



Overview:

The need for public relations messaging has been brought up at prior Board meetings and the FRVHP is establishing web, radio, and print channels. Content is evolving and is being beta tested through the Resilia free consulting provided through a CHFA pilot program. A letter of support for the Tabernash Flats Project was indicated at the prior Board meeting which brings up the question of process for Board statements or Public Relations relations.

Recommended Actions:

Discuss and establish process thresholds for public releases. Some elements can include:

- Talking Points
 - General Affordable Housing information
 - Specific Project Details
- Town / County Working Group Approval
 - General information
 - Project Specific
 - Credit / Recognition
- FRVHP Board Approval
 - Strategic Plans
 - Op /Ed Release
 - Website Content
 - Board Presence for Interviews
- 3rd Party Reviews