

Estes Park Housing Authority Monthly Board Meeting

Date: January 11, 2023

Staff Present: Scott Moulton, Jessica Moffett, and Wendy Fisher

Members Present: Eric Blackhurst, Pete Smith, Bill Pinkham, Phil Frank, and Rut Miller

Members Absent: Julia Daley and Carissa Streib

Guests Present: None

1. **Call to Order:** Eric Blackhurst called the Estes Park Housing Board of Commissioners meeting to order at 8:30 AM on January 11, 2023.
 - a. **Public Comment:** None.
 - b. Reading and Approval of Meeting Minutes for December 14, 2022: Minutes stand approved as submitted with no objection.

2. **NEW EPHA Board Members:**
 - a. Welcomed Rut Miller to the Estes Park Housing Authority Board. The next board meeting on February 8, 2023 there will be a discussion about the EPHA organization and background for all the new members.

3. **Complex Updates and Reports:** Moulton reporting (Included in Board packet).
 - a. The Pines – 0 Vacancy, \$0 vacancy loss, \$12 in delinquencies
 - b. Cleave – 0 Vacancies, \$0 vacancy loss, \$ 1009 delinquencies
 - c. Talons Pointe – 0 Vacancies, \$0 Vacancy loss, \$1775 in delinquencies.
 - d. Lone Tree – 3 Vacancies, \$1946 Vacancy loss, \$2349 in delinquencies
 - e. Falcon Ridge – 0 Vacancies, \$0 Vacancy loss, \$2153 delinquencies
 - f. Peak View – 3 Vacancies, \$14390 Vacancy loss, \$1236 delinquency.
 - g. Unit turnover
 - i. No new trends in turnover. There is one turnover for Peak View due to not being able to afford the unit.
 - ii. In 2022 Units have been turned faster overall due to tenants staying in place. Delinquencies are at normal levels for 2022 compared to past years. Additionally, a unit was turned at Peak View. Vacant at the close of November and was filled in December.
 - h. **Update on Lone Tree Easement Request:** Moulton
 - i. The easement has been approved as it stands and the drainage improvements will be completed by the Town of Estes Park within 12 months as requested by Moulton. This action was taken to avoid complications with SRTS Funding and associated grants.

4. **Housing Opportunities:** Moulton
 - a. Castle Ridge – Conceptual Site Draft Plan. – No updates
 - i. The numbers on the conceptual drawings are elevations on the property.
 - ii. A meeting will take place at Castle Ridge to walk the land with Bas1s to better understand the conceptual drawing.

5. **Lone Tree Rehab:** Moulton/Blackhurst
 - a. Resyndication/low-income Tax Credits: Make a formal request. Best Solution for this size of project. There will not be a need to requalify current households the live at Lone Tree.
 - b. There is a bond cap in Larimer County (Adam)

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- c. Upfront costs for the application still in process.
- d. Passage of 6E funds used possibly as a gap filler.
- e. \$2.2 million estimating cap/\$3.2 million max with a \$2.6 debt rate ratio.
- f. May be able to apply for 4% Credit round in August 2023.
- g. Moulton to reach out to Prospector for possible Master Lease for possibly rehabbing two Lone Tree Building at a time (12 units).
- h. Moulton to reach out to other Housing Authorities and see what a successful resyndication looks like and what worked and what didn't work.

6. Old Business/Additional Business: Moulton

- a. Board Emails-CORA Requests-Discussion about all Board Members having Estes.org email address for all Board correspondence. The board will decide at February 8, 2023 Board Meeting
- b. Fish Hatchery Update: Pursuing Land Lease Agreement with the Town. Dan, Travis, and Scott reviewed the land lease and it is being sent back to the development group. The development group has not asked EPHA for a formal request for Sales Tax Abatement.
- c. Housing Opportunity Fund (501c3): No Updates
- d. 6E Funding Update: First Distribution of funds available March 15, 2023. There will be clarity in writing. Larimer County information will be available end of February.
- e. HNA and Strategic Plan Update: Moulton will provide the finalized HNA and Strategic Plan at the February 8, 2023 EPHA Board Meeting.
- f. New Business: Wildfire update from Gene Whannel. How sales are looking thus far. They will complete the current workforce housing buildings in the near future and then they will begin work on Townhome style and single-family homes before they finish all of the workforce housing units. The interest rates have made it harder for the workforce applicants to qualify for loans.

7. The Purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. Section 24-6-402(4)(a)

-A personnel matter under C.R.S Section 24-6-402(4)(f) not involving:

- Any specific employees who have requested discussion of the matter in open session
- Any member of the Board (or body)
- The appointment of any person to fill an office of the Board (or Body)
- Or personnel policies that do not require discussion of matters personal to particular employees

-Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, developing strategy for negotiations, and or instructing negotiators, under C.R.S. Section 24-6-402(4)(e)

- a. A motion for approval by Smith and seconded by Pinkham with two absences.

8. Executive Session:

9. Adjourn: Meeting adjourned at 9:53am

Minutes Submitted by Wendy Fisher and Scott Moulton on January 19, 2023.