

Estes Park Housing Authority

Monthly Board Meeting

Date: October 19, 2022

Staff Present: Scott Moulton, Jessica Moffett, Wendy Fisher, Marla Moloney, and Joe Switzer

Members Present: Eric Blackhurst, Pete Smith, Julia Daley, and Bill Pinkham

Guests Present: Phil Frank and Mollie Fitzpatrick

1. **Call to Order:** Eric Blackhurst called the Estes Park Housing Board of Commissioners meeting to order at 8:30 AM on October 19, 2022.
 - a. **Public Comment:** None.
 - b. **Introductions:** Phil Frank (present as member of public) and new staff member Marla Moloney
 - c. **Reading and Approval of Meeting Minutes for September 14, 2022:** Minutes stand approved as submitted with no objection.

2. **Housing Needs Assessment Preview and Discussion: Fitzpatrick**
 - a. Fitzpatrick is one of the co-founders of Root Policy based in Denver. Fitzpatrick is helping with the TOEP Comprehensive Plan. She presented an overview of the specific housing needs in Estes Park.
 - b. Discussion of the existing condition of the current housing needs and the housing gap. Pinkham stated "Conflict of what the land trust is doing to keep open land vs workforce housing." Blackhurst stated "HB22-1117 will help deal with the long term & short-term goals of housing. Fish Hatchery project is in conflict of the target AMI for housing workforce. Behind the curve in incentive and/or funding seasonal multifamily housing.

3. **Complex Updates & Reports: Moulton**
 - a. Moulton provided an update on unit turnover. There were 2 3-bedroom units vacant at Peak View. Moffett is running into families that not all members are lawfully present. Blackhurst stated "The board has a policy that all members must be lawfully present to be housed with EPHA".
 - b. Property Vacancy, Delinquency, and Turnover. September stats were shared. Below is data for September:
 - i. The Pines- 0 Vacancy, \$0 vacancy loss, \$0 in delinquency
 - ii. Cleave- 0 Vacancy, \$0 Vacancy loss, \$1,228 in delinquency
 - iii. Talons Pointe- 0 Vacancy, \$0 vacancy loss, \$3,414 in delinquency
 - iv. Lone Tree- 1 Vacancy, \$2,325 vacancy loss, \$2,837 in delinquency
 - v. Falcon Ridge- 0 Vacancy, \$539 Vacancy loss, \$1,338 in delinquency
 - vi. Peak View- 1 Vacancy, \$1,703 vacancy loss, \$2,835 delinquency
 - c. REAC Audit Update: Moulton provided the board with the results of the REAC audit. In 2019 EPHA received a score of 95c with 1 health & Safety violation. In 2022 EPHA received a score of 89(c) due to exterior point deductions. The next REAC inspection will be in 2 years.

4. **2023 Budgets: Moulton**
 - a. Falcon Ridge budget was approved with Smith making the motion and Pinkham seconding the motion.
 - b. All budget approvals have been pushed to the November EPHA board meeting. Frank asked the Board of EPHA if the budgets are posted on EPHA website. At this time, they are not.

5. **HB22-117/Lodging Tax Extension Updates: Moulton/Blackhurst**
 - a. Blackhurst wants board to advocate for the Housing bill and not staff. EPHA is only able to educate the public. Get out and vote.

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6. Housing Opportunities: Moulton

- a. Castle Ridge-Conceptual Site and Design proposal by BASIS
 - i. Board discussion resulted in wait to decide on design proposal until November board meeting.
 - 1. Action postponed to explore land swap offer and potential other partnerships.
- b. Masonic Lodge Property Moulton, TOEP, and Masonic Lodge have a pre-pre-planning meeting Oct 20th.

7. Lone Tree Rehab: Moulton

- a. Discussion about doing the rehab as EPHA has vacancies. Most important, not to displace families in the process.
 - i. Needs-Mechanical/Drainage/Aesthetics/Windows
 - ii. Rehab 1 unit at a time would be longest and most expensive option and is not ideal
 - iii. 3-bedroom units have exterior wall plumbing issues of freezing in the winter.
 - iv. Need a checklist of what is needed in each unit as they become available. There will be supply chain issues in the timing of the rehab of 1 unit at a time. Place the 3-bedroom unit at Lone Tree offline to start the rehab process.
 - v. \$81,000 in reserves.
 - vi. Possibly need to add a maintenance person just for the rehab process at Lone Tree.
 - vii. Start gathering information for cost per unit if doing 1 at a time, an internal cost estimate for action was provided in meeting packet.

8. Old Business/Additional Business: Moulton

- a. Expanding EPHA Board-To expand the EPHA Board from 5 member to up to 7 members. Need younger population on board/bilingual. Blackhurst will present to the Town Board at end of September Meeting to adopt the expansion with updates at the next EPHA Meeting. Motion to request up to seven members Pete Smith Motioned and Dan Centurione seconded the motion. Centurione suggested an education firm in serve plan for new members on the EPHA board. Boards roles and responsibilities for each board member. Focus on the mission of the EPHA Board. New members need to tour all properties and work with Blackhurst and Moulton on history and mission of the EPHA board. Blackhurst will tour and work with Julia Daley.
- b. Housing Now Conference Attendance-Moulton and Moffett attended.
- c. Road Show – Other Housing Agencies_ Moulton visited with Eagle County, Summit County Housing Authorities while attending the Housing Now Conference. Constructive conversations
- d. Bid Update- Still in process
- e. Talons Point Parking & Sign Update- Vendor is aiming to complete in next month
- f. Housing Opportunity Fund (501c3)- No updates. Waiting on the IRS
- g. Moulton & Moffett attending the BASE (Business Accelerator Services of Estes Park) training program by the EDC for the months of October-March.

9. Adjourn: 10:35am

Minutes Submitted by Wendy Fisher and Scott Moulton on October 26, 2022