

# Estes Park Housing Authority

## Monthly Board Meeting

Date: November 9, 2022

Staff Present: Scott Moulton, Wendy Fisher

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

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 November 9, 2022.
  - a. **Public Comment:** None.
  - b. **Introductions:** Phil Frank approved by the Town Board to take Dan Centurion's remaining term.
  - c. **Report of 6E:** Blackhurst reported on successful passing of ballot 6E. The Town Board approved Phil Frank as a EPHA Board Member and also expanding the EPHA board up to seven members. Blackhurst proposed to make a taskforce to aid in the development of a plan for the use of the funds.
  - d. **Reading and Approval of Meeting Minutes for September 14, 2022:** Minutes stand approved as submitted with amendments made.
  
2. **Complex Updates & Reports:** Moulton
  - a. Moulton provided a brief update of current operations, delinquencies, and unit vacancies. Nothing new to note regarding trends other than two recent 3-bedroom vacancies at Peak View. Had to post in the newspaper for possible occupancy, exhausted the waitlist for 10- and 5-point applicants. There were 2 3-bedroom units vacant at Peak View.
    - i. No Response=43/57%; Passed-Don't Need housing Now = 5/7%; Passed-Price = 5/7%; Denied-Lawful Presence = 4/5%
  
  - b. **Lone Tree Easement Request:** Safe route to schools on Graves Avenue project. EPHA Board agreed with Moulton's suggestion to work on granting the easement as a donation if able to secure drainage improvement costs for the extension around the turn from Graves Ave north along Community Drive, clarify with the Town of Estes Park about maintenance responsibilities of the new sidewalk. Moulton will confirm approval of this concept and seek letters of approval from our debt holders on the property: Bank of Colorado and LHA.
  
3. **2023 Budgets:** Moulton
  - a. Approval of budgets for 2023
    - i. Peak View budget approved with 10% Management Fee. Motion for approval by Smith and seconded by Pinkham
    - ii. EPHA budget will be revisited at December board meeting.
    - iii. Housing Opportunity Fund budget approved. Motion for approval by Smith and seconded by Pinkham.
    - iv. Cleave Street budget approved with confirmation of water, waste and audit fee expense. Motion for approval by Pinkham and seconded by Smith.
    - v. Falcon Ridge budget approved. Motion for approval by Daley and seconded by Smith.
    - vi. Lone Tree budget to be revisited at December board meeting. Confirm water expense, staff housing/resident manager, and principal payment.
    - vii. The Pines budget was approved. Motion for approval by Frank and seconded by Smith.
    - viii. The Pines HOA budget approved with increased HOA dues \$10.00 for 2023. Motion for approval by Pinkham and seconded by Smith.
    - ix. The Pines N HOA budget approved. Motion for approval by Pinkham and seconded by Smith.
    - x. Talons Pointe budget to be revisited at December board meeting. Clarify GL code for Housing Staff and Resident Manager.

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### **4. Housing Opportunities: Moulton**

- a. Castle Ridge-Conceptual Site and Design proposal by BASIS reviewed and approved to move forward with conceptual work. Motion for approval by Smith and seconded by Daley. Blackhurst discussed importance of energy efficiency for this project. Moulton mentioned the availability of development funds for such uses and expanded by the Inflation Reduction Act.
- b. Habitat for Humanity- Moulton mentioned a potential partnership still exists.
- c. Land Trust Conversion- Moulton discussed meeting with Jeffrey Boring at Estes Valley Land Trust and possibilities of selling conservation easements as a part of Castle Ridge.
- d. Masonic Lodge Property- Moulton will reach out to Masonic Lodge for update and continue to pursue partnership.

### **5. Lone Tree Rehab: Moulton**

- a. Scope Discussion-Moulton continues to investigate and pursue funding options for rehab. Moulton will meet with LHA for options of funding. Moulton presented LHA's scope of work budget as a comparison to the cost and scope considered by LHA in 2016. The scope for Lone Tree Rehab will need to be similar for the property's success and double the cost of the original 3.1 million estimate.
- b. Moulton will arrange times for Board members to visit Lone Tree D2 vacant unit to see the scope of work needed.

### **6. Old Business/Additional Business: Moulton**

- a. Ballot 6E- Ballot initiative passed!
- b. CCRD Case – No Update. Moulton answered Frank's question from past board meeting about virtually no financial exposure for EPHA given the history of these cases even if the judgement is found against EPHA. Other remedies exist.
- c. CHFA Audit- Falcon Ridge passed audit with only three minor findings.
- d. Expanding EPHA Board – Frank was approved for placement. The town board approved the expansion of the EPHA board up to seven members. Moulton confirmed in Town Board meeting public posting will occur for open positions.
- e. Housing Now Conference Attendance-Report to follow.
- f. Fish Hatchery- Development agreement and land lease continue between the developer and TOEP. EPHA has engaged in agreement conversations for sales tax exemption and compliance monitoring.
- g. Talons Pointe Parking and sign update-No update
- h. Housing Opportunity Fund (501c3) – No Update
- i. Larimer County Housing Initiative-Moulton distributed survey to EPHA board for response.
- j. Pete Smith was appointed Vice Chair by Blackhurst

### **7. Executive Session**

8. **EPHA Leave Policy**-A motion for approval by Pinkham and seconded by Smith. Board directed Director Moulton to research the implementation of paid leave policy and present findings and options to EPHA board in December.

9. **Adjourn:** 10:37am

Minutes Submitted by Wendy Fisher and Scott Moulton on November 23, 2022