

Estes Park Housing Authority

Monthly Board Meeting

Date: April 13, 2022

Staff Present: Naomi Hawf, Scott Moulton, Wendy Fisher, Jessica Moffett and Joe Switzer

Members Present: Eric Blackhurst, Pete Smith, Dan Centurione, and Bill Pinkham

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 April 13, 2022.
 - a. **Public Comment:** None.
 - b. **Reading and Approval of Meeting Minutes for March 9, 2022:** Minutes stand approved as submitted with no objection.
2. **Board Member and Staff Update:** Hawf
 - a. Hawf welcomed Wendy Fisher to the group.
 - b. David Orr remains out of the office.
 - c. Enclosed in the packet were three additional board member applications. Applicants included Julia Daley, Alison Gilbert, and Phil Frank. Previously, the Board had received an application from Margaret Rothermel. After thoughtful review of the four applicants, the Board selected Julia Daley. Hawf will draft a recommendation letter to the Town Board for final approval (4/26/2022). Blackhurst requested Hawf to send thank you letters to the other applicants.
3. **Complex Updates and Reports:** Moulton
 - a. Property Vacancy, Delinquency, and Turnover
 - i. The Pines- 0 Vacancy, \$0 vacancy loss, \$0 in delinquency
 - ii. Cleave- 0 Vacancy, \$0 Vacancy loss, \$10 in delinquency
 - iii. Talons Pointe- 0 Vacancy, \$1,044 vacancy loss, \$7,494 in delinquency
 - iv. Lone Tree- 0 Vacancy, \$657 vacancy loss, \$12,746 in delinquency
 - v. Falcon Ridge- 1 Vacancy, \$26 Vacancy loss, \$1,307 in delinquency
 - vi. Peak View- 1 Vacancy, \$1,850 vacancy loss, \$0 delinquency
 - vii. Turnover discussed.
 - b. Resident and/or Property Updates-
 - i. Talons Pointe and Falcon Ridge experienced vandalism. We experienced the vandalism between April 7th and 11th. There were 22 areas that were spray painted in green, orange, and black. Property managers arranged a meeting with residents, code enforcement and school resource officers on April 14th.
4. **Rent Discussion:** Moulton
 - a. Moulton discussed with the Board the potential for rent limits to increase. He recapped the Board's 2021 decision to increase rents on vacant units only. This resulted in an approximate gross rental increase of 3%. He proposed a 2% increase for all units due to the expectation that 2022 rent limits will increase.
 - b. The Board will review rent changes when rent limits are posted for 2022.
5. **4th Quarter Financial:** Hawf
 - a. LHA is revamping their process for financial reporting; therefore, fourth quarter financials are not available and they will not be completed. LHA will establish the new format for first quarter financials. This data will be provided during May board meeting.
6. **Old Business/Additional Business:** Blackhurst
 - a. Housing Discussions
 - i. HB22-1117 EPHA, EDC, VEP and the Town have been discussing the financial opportunities that would come from the approval of this bill. If approved by voters, a potential \$2-\$3MM would be available for housing and childcare in Estes Park. Discussions are still occurring and much action will be needed to prepare for this to be on the November ballot. The passing of this ballot measure will be very impactful to EPHA's future direction.

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- ii. Fish Hatchery Update-The team is still discussing unit mix and rents. The proposal will be reviewed by Town Board on May 10, 2022.
 - iii. Housing Needs Assessment & Strategic Plan RFP Update- RFP closed on April 1st. There were three respondents. ATA Damweber, Director Garner, and Hawf will recommend one firm to the Town Board for approval.
 - iv. Future Housing Opportunities- Blackhurst and Moulton toured Castle Ridge with architect, Steve Lane on March 29th. We have requested an updated ALTA survey.
 - v. Habitat for Humanity (HFH) recently received \$3.5MM from a philanthropist. Moulton, Hawf, and HFH discussed potential development opportunity at Castle Ridge. HFH is very interested. EPHA Board expressed equal interest in continuing the discussion.
- b. 501c3 Update- Hawf spoke with tax credit attorney Paul Smith. He did not have any objections with our plans nor concerns for the Falcon Ridge partnership. Although, he did suggest the timing may be decreased by creating a new 501c3 versus a conversion.
 - c. Lone Tree Rehab Update-
 - i. Hawf shared Lone Tree rehab plans from 2015 with Saunders Construction to obtain current pricing on the project. We expect more information in May.
 - ii. EPHA currently owes LHDC \$500,000 with a due date of October 2022. Hawf asked what terms would the Board like to propose for renegotiation of this loan. Board proposed 3.75% interest for 5 years. EPHA will continue to pay principal and provide one payment annually. Request no pre-payment penalties. Hawf will give this information to LHA ED for their board review on 4/27.
 - d. Diversity, Equity and Inclusion Survey will be distributed by the Town of Estes Park in the upcoming weeks. Additionally, the Non-Profit Resource Center will be starting a Guest Giving promotion, this will allow visitors to donated to their preferred local non-profits.
 - e. Hawf arranged a thank you gift to be mailed to Julie Abel for her service on the EPHA Board. The gift is a three month Relax & Read gift package.
 - f. Town Board approved Jessica Moffett on the Family Advisory Board.
 - g. Blackhurst requested for staff to explore grant opportunities being issued by Congressman Neguse.
 - h. Moulton has been nominated as treasurer Colorado Mountain Housing Coalition.
 - i. Moffett expressed her interest to see more homeowner opportunities for the workforce like her.
7. **Executive Session:** Board entered executive session at 10:12am. Motion made by Pinkham, seconded by Smith, unanimously approved.
8. **Open Session:** Executive Session concluded and open session resumed at 10:46am. The Board directed Hawf to contact the consultant and arrange final interviews for the ED position. Due to Smith's vacation interviews should be scheduled after May 7th. The Board would like to invite representatives from EVICS, EDC, LHA, VEP, the Town staff, and EPHA staff member.
Board asked Hawf to arrange a virtual meeting for April 18th or 19th for executive session to discuss ED search costs.
9. **Adjourn:** 10:51am

Minutes Submitted by Naomi Hawf on April 19, 2022