

# Estes Park Housing Authority

## Monthly Board Meeting

Date: Sept 8, 2021

Staff Present: Naomi Hawf, Scott Moulton, Lori Bucci, Jessica Moffett

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

Members Absent:

Guests Present: Town Administrator-Travis Machalek, Assistant Town Administrator-Jason Damweber

1. **Call to Order:** Eric Blackhurst called the Estes Park Housing Board of Commissioners meeting to order at 8:30AM on September 8, 2021.
  - a. Public Comment:
  - b. Reading and Approval of Meeting Minutes for August 11, 2021: Minutes stand approved as submitted with no objection.
  
2. **Housing Study:** All
  - a. Machalek shared the interest and momentum into housing, to include from Town Board. This included changes to Town budget, review of fees, and amortizing water tap fees. The Trustees would like to see the study updated and take a look at seasonal housing. Town is exploring DOLA grant funds for a study. Town does not see itself as a developer, and can be a support for regulations and land banking. Town sees advantages to working with EPHA and this (Housing Study) would be a wise investment.
  - b. Damweber shared that the Town is pursuing a fee study. There is over 20 billion dollars in the American Rescue Plan Act of 2021 and an estimated 100 million dollars are planned for housing needs.
  - c. Blackhurst shared that the 2016 Housing Needs Assessment address the seasonal housing need at 3,000 units. He cautioned that vacation rentals only scratch the surface on the need, further not all of these would be viable options for year-round housing (as they lived in part of the year). This is not a vacation rental issue but a community issue. Development opportunities and studies can not be 100% shouldered by the Housing Authority. A permanent line item in Town Budget is a step in the right direction
  - d. Town staff stated that setting up for success is important and building structural commitments is essential. "We are going to put our money where our mouth is."
  - e. Hawf commented on the 2016 Housing Needs Assessment, to include recommendations and assumptions to 2020. She highlighted changes to our community since that time (COVID and its impacts to businesses and individuals, evacuations, new development and its absorption rate, as well as the rural migration to our community. All levers, ideas and options will need to be explored to create long term housing solutions.
  - f. EPHA board would like an inventory of Town owned land that is not restricted. Hawf was instructed to support the Grant effort and get estimates on an updated study.
  
3. **Complex Updates and Reports:** Moulton reporting (Included in Board packet)
  - a. Moulton provided highlights and a written overview within the board packet. Board did not have questions during the meeting.
  - b. Falcon Ridge received notice of CHFA's audit in September. A file review will begin with a file upload on September 13<sup>th</sup>. As we just completed a Wells Fargo audit, we have no concerns with being successful with this audit.

## **Estes Park Housing Authority Monthly Board Meeting**

### **4. Lone Tree Rehab Update: Hawf**

- a. Hawf provided an overview of the Property Condition Report for Lone Tree. Items were identified to be complete within approximately three (3) years. Many items listed were similar to those listed in LHA's 2016 rehab plan. A spreadsheet was included in the board packet to identify the differences and similarities.
- b. While these items are a priority, the greater priority rests with the repayment of a \$500,000 loan to LHA will be called upon in October of 2022. Hawf was instructed to explore lending opportunities with CHFA and or DOLA and to identify funding by December 1st. In addition, it was requested to provide an inventory of the age and replacement need of several items (appliances, furnaces, countertops, cabinets, and flooring). This is due by the end of 2021.

### **5. Falcon Ridge Draft 2022 Budget: Hawf**

- a. Overall, the board had no questions. Hawf communicated she would update the budget with benefit and insurance costs as she received them. Blackhurst inquired when we would be complete with mortgage insurance. Hawf expected that to be another a few years before the balance would decrease enough to allow that to no longer be required.

### **6. Executive Session:**

- a. For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiations, under C.R.S. Section 24-6-402(4)(e)
- b. To discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or property interest under C.R.S. Section 24-6-402(4)(a)
- c. To allow all board members to participate in Executive Session we moved this action forward in the agenda. At 9:58am we moved into Executive Session as motioned by Pinkham and seconded by Smith.
- d. Executive session was adjourned at 10:17am. A portion of the Executive Session Eric Blackhurst abstained. Another part of Executive Session Julie Abel abstained.
- e. Hawf was directed to
  - i. Notify Mr. and Ms. that we are not interested at this time
  - ii. Contact Jeff Abel to learn more about 242 Virginia Avenue
  - iii. Explore obtaining a non-profit 501c3 status for EPHA

### **7. Old Business/ Additional Business: Blackhurst**

- a. The board discussed vaccination requirements for staff and agreed that employees be vaccinated or completed weekly testing.
- b. Peak View has 7 more vacant units. Time had been lost but staff will be working to have all units full in October.
- c. Signature is needed to update to Peak View Management Agreement with the correct address and contact information. Hawf will provide a copy to Blackhurst with the correct month noted on the form.
- d. The apartment located at the Pines 3-1 (owned by EPHA) was discussed and it was agreed to rent out this property with a year lease for workforce housing.
- e. Staff has been having discussions on mission, goals, challenges, and focus for the future. Conversations are going well.

### **8. Adjourn at 10:50am**

Minutes Submitted by Lori Bucci, Scott Moulton, and Naomi Hawf on October 8, 2021