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| Date | April 8, 2015 | |
| Members Present | Matthew Heiser, CJ Jensen, Sandy Good, Eric Blackhurst, Jack Dinsmoor | |
| Member Absent |  | |
| Staff Present | Rita Kurelja, Erin Tice Shannon Faith |
| Guests Present | John Cutler |

The April 8, 2015 meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 8:30 am in Room 203 of the Municipal Building of the Town of Estes Park.

**PUBLIC COMMENTS**

No comments

**APPROVAL OF MINUTES**

**Minutes of the March 11, 2015** **meeting were approved with correction and no objections by Eric Blackhurst**

**FINANCIALS:**

John Cutler presented 2014 audit. Clean unmodified opinion. No concerns financially, big year of transition. EPHA paid for all development expenses for Falcon Ridge through end of year. Figure out what to do with reserves in the upcoming year i.e. Investment strategies. New regulations regarding PERA and how the liability is reported.

**First Quarter Financials will be reviewed and discussed at the next Board Meeting (May)**

**COMPLEX AND DEVELOPMENT UPDATES**

**A**. **Talons Pointe**

1. Occupancy and delinquency: Kurelja reported 0 vacancies at the end of March; Vacancy rented as of 3/26, unit was in rough shape. Delinquency is $463 for current tenants and $1281 for vacated tenants.
2. Will be taking fence down around basketball court.

**B.** **The Pines**

1. The Pines Sales: Unit 3-3 is under contract to close 4-24-15
2. The Pines Rentals
   1. Occupancy & Delinquency: 1 vacancy (model units) and $190 in delinquency.

Erin has been working with this individual to get caught up.

* 1. Meeting with Jayne the Bear lady to discuss plan to bear proof dumpsters with something seniors can handle
  2. Cement, stairs, rail replaced as well as cement around club house and mail boxes
  3. Rita to get bids on parking lot resurfacing

**C.** **Cleave Street**

1. Occupancy & Delinquency: Kurelja reported zero vacancies; Delinquency of $785.00 ; $254 vacancy loss.

**D. Falcon Ridge**

1. Few complaints about dust- water truck is on site

2. Closed on all funding March 30th

3. Groundbreaking April 15th, 2PM-

Speakers include Mayor, Eric Blackhurst, Pat Coyle (DOH) Chris White (CHFA) coffee and light

refreshments at the clubhouse following.

4. Cement vs Asphalt $1000 difference. Still waiting on technical analysis

5. Building Permit Status: Negotiated with Town to write letter that Wells Fargo would accept

regarding the building permits; states we could not go vertical until permits are complete and

needed fire hydrants are installed.

**REPORTS, UPDATES AND OTHER MISCELLANEOUS ITEMS**

1. Unit Turnover Report: Tice reported one turnover at Talons Pointe; unit vacant 33 days.  Only one vacancy since February; maintenance needed took longer than average, unit now occupied as of March 26th
2. Staff is requesting that a prequalification letter from a lender be a requirement of the Vista Ridge application process. Many unqualified individuals are applying. The Board agreed. We will make the needed changes.
3. Needs assessment- Last one in 2008. Time is right to complete another one. Opportunity to collaborate with other political bodies to share in cost ($40-50,000) target for Town’s 2016 budget.

**OLD BUSINESS**

1. Any additional old business – No old business

**EXECUTIVE DIRECTOR REPORT**

1. Kurelja out first week of May
2. Erin’s last day is May 8th- Shannon started April 1.

**ANY ADDITIONAL BUSINESS**

1. **ADJOURN TO ENTER INTO EXECUTIVE SESSION**

**Motion to enter into executive session for discussion relative to determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instruction negotiators.** Section 24-6-402 (4)C.R.S made by Matthew Heiser; Jack Dinsmoor seconds the motion; passes unanimously.

Adjourn to Executive Session: 9:27 a.m.

Reconvene meeting at 9:42 a.m.

**ANY ADDITIONAL BUSINESS**

**A.** The Neighborhood – had qualified a family in December 2013. Qualification good for 6 months and applicants did not come in and requalify . Went on to close one year later without a valid qualification. Discussed with Community Development and Attorney White. Leaving this in the hands of Attorney White and Community Development as how to handle. Our biggest concern was our liability and Attorney White says no we are fine.

**There being no further business, Eric Blackhurst adjourned the meeting at 9:54 a.m.**

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| Shannon Faith  Housing Operations Manager |