

Estes Park Housing Authority, Special Board Meeting Minutes: March 30, 2020  
Phone conference call, EPHA office 363 E. Elkhorn Ave., Suite 101, Estes Park, CO 80517

Staff Present: Naomi Hawf, Scott Moulton, Nancy McLemore  
Members Present: Phil Frank, Pete Smith, Julie Abel, Bill Pinkham  
Members Absent: Eric Blackhurst

1. **Call to Order:** Phil Frank called the Estes Park Housing Board of Commissioners meeting to order at 2:33 pm on March 30, 2020.
2. **Public Comments:** None
3. **Reading and Approval of Board meeting Minutes, March 23, 2020:** Smith made a motion to approve minutes; Pinkham seconded; minutes approved as submitted without objection.
  - A. Question on the minutes proposed by Frank regarding deferments: is the plan to get the deferments current by the end of the year? Hawf: Yes. We deferred for April and May with repayment by the end of 2020 regardless of whether or not they were still tenants of EPHA. Frank: questioned whether or not the practicality of being able to come up with the extra funds to reimburse what is deferred by year end, but proposed that EPHA address that as the issue arises.
    1. Action Item: Hawf to contact Kurelja regarding what EPHA did during the 2013 flood and report back to the Board with results.
4. **EPHA Operations and Action re: COVID 19:** Hawf reporting
  - A. Nancy working from home
  - B. Peak View – EPHA still exploring funding options: do have proposals from ANB bank, Bank of Colorado, and First Bank. Those proposals are for permanent construction and permanent lending. Further details will be provided for the April 8<sup>th</sup> Board meeting. Other sources EPHA is exploring: CHFA and Impact Development Fund from which we received proposals from both. These were researched as options for funding in case the Town is unable to provide funding for the Peak View project. Further details on these will also be provided at the April 8<sup>th</sup> Board meeting. Smith inquired if EPHA has spoken with the Bank of Estes Park.
    1. Action Item: Hawf is going to reach out to Tim at the Bank of Estes Park to inquire if they would submit a proposal for financing.
  - C. Frank: Requested that for the Board meeting, an overview of exposure and/or impact due to COVID 19 rent deferments as well as additional sick leave due to the virus. Moulton reported that as of today, we have 8 rent deferment requests. Pinkham suggested we remain aware of availability of funds from the Town due to them being pressed given current situation along with the decrease of sales tax income due to businesses being closed.
    1. Action item: Moulton to provide financial impact and exposure due to rent deferments
    2. Action Item: Hawf to get update from Town in terms of how the financial scope is looking due to impact from COVID.
  - D. Community Relief Team: Hawf reported that EPHA was asked by the Assistant Town Administrator to be part of their Community Relief Team who oversees the \$250,000 contributed by the Town for relief funds. The minimum grant amount is \$15,000. One request has been submitted from the Non-Profit Resource center on behalf of the American Legion for \$28,000 to provide for food.
    1. EPHA has reached out to other property managers and landlords to gauge their need. Thus far, there hasn't been many requests but they anticipate the need to grow exponentially the longer their tenants are out of work. Crossroads has also not received many requests yet for rent and/or mortgage assistance. Overall we are anticipated increased requests coming forward. EPHA has not submitted a request as we are still unclear how substantial that need will be nor how it would be distributed.
  - E. The next meeting will be the regular Board meeting on April 8<sup>th</sup> at 8:30am via conference call.
5. **Adjourn:** Meeting adjourned at 2:45pm.

Minutes submitted by Nancy McLemore on Monday, March 30, 2020.