

Date: December 14, 2016

Members Present: Jack Dinsmoor, Eric Blackhurst, Phil Frank, Matthew Heiser

Members Absent: None

Staff Present: Rita Kurelja, Jessica McGee, Naomi Hawf, Sam Betters

Guests Present: None

1. Call to Order: The December 14, 2016 meeting of the Estes Park Housing Authority Board of Directors was called to order by Eric Blackhurst at 8:32AM in Room 203 of Town Hall, Estes Park, Colorado.
2. Public Comments: None
3. Reading and approval of November 9, 2016 minutes: **Minutes stand approved as submitted.**
4. Financials: The EPHA 2017 Budget Revised: Budget was previously approved in August, we are revisiting because of a few changes. Town contribution is up to \$40K from \$25K. Maintenance fee is down as we are using contracted maintenance instead of a salaried position at Falcon Ridge. Dunraven property income of \$25,000 was removed due to uncertainty. Potential upcoming development project at Peak View is also not budgeted. Request for motion to approve the Revised EPHA 2017 Budget by Chairperson Blackhurst:
Phil Frank motioned to approve the Revised EPHA 2017 Budget. Matthew Heiser seconded. All voted AYE. Motion passes.
5. Complex and Development Updates: Rita Kurelja
 - a. Talon's Pointe:
 - i. Occupancy and Delinquency: 2 vacancies at the end of November. Vacancy Loss is \$2025. Nothing delinquent from current tenants. \$2311 from former tenant will probably be written off next month.
 - ii. Refinance: Sam Betters: Discussed several options for the refinance of Talons Pointe Chairperson Blackhurst suggested that we research the options and come to the next meeting ready to make a decision.
 - b. The Pines
 - i. Occupancy and Delinquency: 0 vacancies, 0 vacancy loss, \$370 delinquent from one tenant. We are anticipating a few vacancies in December.
 - c. Cleave Street
 - i. Occupancy and Delinquency: 0 vacancies, 0, vacancy loss, \$79 delinquent from one current tenant.
 - d. Falcon Ridge
 - i. Leasing Update: Naomi Hawf: Falcon Ridge is currently full, with one vacancy coming. Falcon Ridge had 2 frozen pipe issues with the cold snap. The on-demand units are very sensitive., We are working with the manufacturer (Nortiz) for a solution.
 - ii. Community Building Policy: Eric Blackhurst suggested a few minor edits to the policy. Director Kurelja requested a motion to approve the Falcon Ridge Community Center Policy and Rental Agreement with Chairperson Blackhurst's edits:
Matthew Heiser motioned to approve the FR Community Center Policy and Rental Agreement with edits. Eric Blackhurst seconded. All voted AYE. Motion passes. Will go into effect after start of the New Year.
 - iii. Resolution #67: Permanent Loan: Authorizes us as general partner to borrow \$2.2M and gives authority to Director Kurelja (and the rest of the Board) to sign for the loan. Eric Blackhurst requested a motion to approve Resolution #67.
Matthew Heiser motioned to approve Resolution #67. Phil Frank seconded. All voted AYE. Motion passes.

- e. Peak View Apartments
 - i. Leasing and renovation update: 2 vacant units. One is mostly complete. One is in process.
 - ii. Additional units: Director Kurelja would like some direction in how to proceed with the property as the density bonus was approved by the Town Board. It will be limited to workforce housing, and those earning up to 150% of AMI. Still has to go to County Commissioners for approval.,. Chairperson Blackhurst suggested the Board make no decisions till there is a decision from the County.
- 6. Reports, Updates, and Other Miscellaneous Items
 - a. Unit Turnover Report: 2 units at Peak View are still vacant. 1807 (December move in) at Talon's Pointe was left needed a lot of work. Code Amendments: Density Bonus amendment approved by Town Board. Income levels up to 150% or Workforce Housing for those working within the Park R-3 school district.
 - b. Fish Hatchery RFP: Expected to come out in January.. . Developers have contacted Director Kurelja. . Chairperson Blackhurst discussed creating a small working group to discuss opportunity. Matthew Heiser and Eric Blackhurst, as well as Phil Frank are willing to be a part of that group.
 - c. Board Member Vacancy: 1 person interviewed (Bill Pinkham), 1 more applicant applied yesterday. Discussion ensued with Heiser expressing his objection to this applicant. Chairperson Blackhurst entertained a motion to recommend Bill Pinkham for a 5-yr term for the EPHA Board of Commissioners. **Jack Dinsmoor motioned to recommending Bill Pinkham for a 5-year term for the Estes Park Housing Authority Board of Directors. Phil Frank seconded. AYE: Eric Blackhurst, Phil Frank, Jack Dinsmoor. NAY: Matthew Heiser. Motion passes.**
- 7. Old Business
 - a. Dunraven property update: The donating family is researching the The access to the property. They have ordered a survey. Director Kurelja has determined that road-level parking is important to residents and safety/accessibility of the property. . We have received about \$41K in anonymous donations for eventual rehabilitation for this property. We will provide a charitable donation letter for the grantor.
 - b. Holiday Party: Dunraven. Tomorrow night
 - c. Lone Tree Purchase: There is a LURA in place at LT 30-55% of AMI. We "could" bring all these rents up to 50-55%. Some rents would raise significantly, which could be detrimental to those we serve at the lower end. Loveland Development Corporation would like to sell Lone Tree to EPHA, as was the original intent. Our target to purchase by the end of the 1st quarter in 2017. The EPHA Board will discuss preliminary steps at the next meeting.
- 8. Any additional business: America's Best, a hotel that was up for sale, has sold to a developer from Boulder and will close in January. Chairperson Blackhurst feels we missed an opportunity.
- 9. Executive Director Report: No report.
- 10. Adjourn to enter into Executive Session: Chairperson Blackhurst entertained a motion to enter into Executive Session:
Matt Heiser motioned to enter into Executive Session. Jack Dinsmoor seconded. All voted AYE. Motion Passes.
- 11. Reconvene
- 12. Adjourn: 10:47

Respectfully submitted by Jessica Miller