

EPHA Board Meeting Minutes: April 10, 2019.

Staff Present: Naomi Hawf, Scott Moulton, and Carrie Brown.

Members Present: Eric Blackhurst, Julie Abel, Pete Smith, and Bill Pinkham.

Members Absent: Phil Frank.

Guests Present: None.

1. Call to Order: Eric Blackhurst called the Estes Park Housing Authority Board of Commissioners meeting to order at 8:42 AM on April 10, 2019 at the Town of Estes Park meeting room 203.
2. Public Comment: None.
3. Reading and Approval of Meeting Minutes for March 13, 2019: Minutes were approved as submitted.
4. John Cutler- 2018 Audit Review: Rescheduled due to pending weather.
5. Complex and Development Updates:
 - A. Falcon Ridge: Scott Moulton reporting
 - i. Occupancy and Delinquency: No vacancy, loss of \$587, delinquency of \$4,867 from seven current tenants and two vacated tenants.
 - B. The Pines: Scott Moulton reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, and no delinquency.
 - C. Cleave Street: Scott Moulton reporting
 - i. Occupancy and Delinquency: One vacancy, loss of \$1,285, delinquency of \$167 from one vacated tenant.
 - D. Peak View: Scott Moulton reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, no delinquency.
 - E. Talons Pointe: Scott Moulton reporting
 - i. Occupancy and Delinquency: Two vacancies, loss of \$1,545, delinquency of \$999 from one current tenant.
 - F. Lone Tree: Scott Moulton reporting
 - i. Occupancy and Delinquency: One vacancy, loss of \$2,144, delinquency of \$6,003 from seven current tenants and two vacated tenants.
6. Reports, Update, and Other Miscellaneous Items: Scott Moulton reporting
 - A. Unit Turnover Report:
 - i. Lone Tree- One unit turned.
 - ii. Talons Pointe - One unit turned.
 - iii. The Pines- No units turned.
 - iv. Cleave Street- One unit turned.
 - v. Peak View- One unit turned.
 - vi. Falcon Ridge- No units turned.
 - B. YMCA Update:
 - i. Meeting scheduled for April 4th was cancelled, no update.
 - C. Peak View Update:
 - i. Naomi will be following up with UTSD following the absence of their contact person regarding sewer lines.
 - ii. Naomi is awaiting a response regarding HUD 221(d)4.
 - iii. The Board decided to explore the possibility of funding options for developments that include some income restricted units and added that they would be in favor of 80-120% AMI.
 - iv. Further research into modular construction has also proven to be less cost efficient than traditional construction.

- v. An appraisal of The Pines is underway. The Board will review refinance options when that appraisal is complete.
 - vi. The Board discussed hiring a developer for Peak View and chose to explore options of a consultant or a contract manager. Additionally, the Board agreed that they are most interested in an avenue that will allow Naomi the most development experience.
 - vii. The Board indicated that they like the idea of selling units to organizations in Estes Park as a means to help close the funding gap.
 - viii. Naomi will work with Steve Lane to begin bid process for construction contractor.
- D. Moving Update:
- i. EPHA has entered into a lease agreement for space at the US Bank building effective July 1, 2019. Estimated costs to modify the space total \$63K less \$10K allotted for tenant finishes leaves an estimate of over \$50K.
 - ii. The Board approved the floor plan from Office Scapes and to submit a permit application with TOEP to begin construction in the space.

7. Old Business: None

8. Additional Business:

- i. May Board of Commissioners meeting will be held in the Hix Community Room of the US Bank building.

9. Executive Director Report:

- i. Naomi has applied for a grant from Estes Valley Sunrise Rotary to be used for EVWHA. They are currently reviewing applications.
- ii. 12 candidates have applied for the CSS/PM position, panel interviews will begin the week of April 15th.
- iii. 4/16 Naomi will be part of a Home Ownership Panel at EV Library.
- iv. 4/18 Lone Tree/EVICS event, rescheduled from last month.
- v. 5/2 Naomi will be presenting to BOR.
- vi. 5/23 is the annual CIRSA Audit.

The Board thanked Carrie Brown for all of her hard work and wished her well.

10. Adjourn: 9:57

Submitted by Carrie Brown 4/10/2019