

EPHA Board Meeting Minutes: December 12, 2018

Staff Present: Naomi Hawf, Scott Moulton, Joe Switzer, Ginger Tackman and Carrie Brown.

Members Present: Eric Blackhurst, Pete Smith, and Bill Pinkham via telephone.

Members Absent: Julie Abel and Phil Frank.

Guests Present: Tim Schiller and Consultant Rita Kurelja.

1. Call to Order: Eric Blackhurst called the Estes Park Housing Authority Board of Commissioners meeting to order at 8:30 AM on December 12, 2018 at the Town of Estes Park meeting room 203.
2. Public Comment: No public comment.
3. Reading and Approval of Meeting Minutes for November 14, 2018: Minutes were approved as submitted.
4. 2019 Draft Budget Discussion and Review: A motion to accept 2019 Budgets made by Smith and seconded by Pinkham passed unanimously with two absences.
5. Complex and Development Updates:
 - A. Lone Tree: Scott Moulton reporting
 - i. Occupancy and Delinquency: Two vacancies, loss of \$1,299, delinquency of \$3,880 from five current tenants and two vacated tenants.
 - B. Talons Pointe: Scott Moulton reporting
 - i. Occupancy and Delinquency: One vacancy, loss of \$1,721, delinquency of \$2,316 from five current tenants and one vacated tenant.
 - C. The Pines: Scott Moulton reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, no delinquency.
 - D. Cleave Street: Scott Moulton reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, delinquency of \$725 from one current tenant.
 - E. Peak View: Scott Moulton reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, no delinquency.
 - F. Falcon Ridge: Scott Moulton reporting
 - i. Occupancy and Delinquency: One vacancy, loss of \$629, delinquency of \$2,158 from three current tenants and one vacated tenant.
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- No units turned.
 - v. Peak View- No units turned.
 - vi. Falcon Ridge- One unit turned.
 - B. Peak View Update:
 - i. Planning Commission meeting has been delayed until 1/15/2019 while drainage and curb requirement issues are being resolved.
 - ii. UTSD Inclusion Agreement will be turned over to Steve Lane for clarification on lot line collapse.
 - iii. Rural Development funding for Guarantee Rural Rent Housing Program (Multi Family Funding) would require a max AMI of 115%.
 - iv. Steve Johnson- Director of Commercial Lending with CHFA will visit on 12/20/2018.
 - C. Castle Ridge Update:
 - i. Re-zoning was approved by Town Board on 11/27/2018.

- ii. Closing scheduled on 12/27/2018.
 - iii. \$89,158.67 due at closing to be transferred to an escrow account with Rocky Mountain Title and Escrow. First quarterly payment in the amount of \$9,139.68 is due April 19,2019 and will be pulled from EPHA reserves.
7. Old Business:
- i. Tiger Natural Gas and Wood River options have been explored and did not show to be advantageous as EPHA properties use less gas than what is needed to see a savings.
 - ii. Doering Disposal option has been explored and shows to be potentially less expensive therefore EPHA will contact Waste Management to find out what cancellation fees may be associated.
8. Additional Business:
- i. Property owner of apartment buildings for sale on Graves Avenue has contacted the Town, EPHA and others in the community, MLS is attached and no further action is required.
 - ii. Economic Development Corporation membership fee is \$4,000 for 2019 and will be reviewed annually.
 - iii. Holiday Dinner for board members, staff and spouses/significant others tonight at Mama Rose's 6:00 PM.
 - iv. Conservation easement at Castle Ridge would cost approximately \$50,000 and would include possible tax credits, but EPHA would need to form non-profit LLC to be eligible and decide which development opportunity to forego.
9. Executive Director Report:
- i. A Year in Review, see attached document.
10. Executive Session: Entered into executive session at 9:45 AM, returned at 9:54 AM and provided Executive Director with approval to act as discussed in Executive Session.
11. Adjourn: 9:55 AM

Minutes submitted by Carrie Brown 12/12/2018