

EPHA Board Meeting Minutes: November 14, 2018

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

Members Present: Eric Blackhurst, Phil Frank, Bill Pinkham and Pete Smith.

Members Absent: Julie Abel

Guests Present: John Vernon 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 November 14, 2018 at the Town of Estes Park meeting room 203.
2. Public Comment: No public comment.
3. Reading and Approval of Meeting Minutes for October 10, 2018: Minutes were approved as submitted.
4. Third Quarter Financials: Reports are attached.
5. 2019 Budget Drafts: Budget Drafts are attached. Board will amend and vote on 2019 budget at December board meeting.
6. Complex and Development Updates:
 - A. Lone Tree: Scott Moulton reporting
 - i. Occupancy and Delinquency: One vacancy, loss of \$835, delinquency of \$3,681 from five current tenants.
 - B. Talons Pointe: Scott Moulton reporting
 - i. Occupancy and Delinquency: Two vacancies, loss of \$928, delinquency of \$4,611 from two current tenants and three vacated tenants.
 - C. The Pines: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, no delinquency.
 - D. Cleave Street: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, delinquency of \$725 from one current tenant.
 - E. Peak View: Carrie Brown 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 \$715, delinquency of \$1,784 from four current tenants and one vacated tenant.
7. Reports, Update, and Other Miscellaneous Items: Scott Moulton reporting
 - A. Unit Turnover Report:
 - i. Lone Tree- No units turned.
 - ii. Talons Pointe - No units 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. YMCA Update:
 - i. RLH engineering, Inc has been hired by YMCA. RLH is working to establish a finance team to assist with development and closing the gap.
 - C. Peak View Update:
 - i. Development and lot consolidation applications are up for vote at Planning Commission meeting on December 18th.
 - ii. Kurelja presented a financial analysis to the board regarding options for Peak View development, she stated that homeownership is not a profitable avenue (report attached). Board is most interested in condominimizing all units and continuing with rental option.

- iii. A report on Rural Development options to be reviewed during December meeting.
- D. Castle Ridge Update:
 - i. Rezoning application goes to Town Board on November 27, 2018.
 - ii. Property has a survey objection concerning easements, Hawf will follow-up with realtor.
 - iii. The two easements are a concern and will need to be removed prior to the Board closing on the property.
- E. Dunraven Update:
 - i. Easement agreement has been signed and recorded. Attorney Dan St John will file a quiet title for the northern half of the old Moraine Park road.
 - ii. Asbestos is present in one cottage following frozen pipes major damage was found. The cottage is slated for demolition and will require abatement.
- 8. Old Business:
 - i. EPHA board recommended Hawf sit on EDC board, and asked that associated fees be negotiated.
- 9. Additional Business:
 - i. Board approved a donation to Blue Santa in the amount of \$100, Salvation Army \$100, Crossroads Ministry \$100, Bright Christmas \$100, and \$50 to area group providing meals.
 - iii. DPA update: EPHA has approved three DPA loans in 2018. Total number of loans now seven. Approximate account balance \$5000, BOR hopes to contribute additional funds.
 - iv. Board decided to give \$500 monetary retirement gift to Sam Betters.
 - v. Board approved EPHA closure for November 23, 2018.
- 10. Executive Director Report: None
- 11. Adjourn: 10:40 AM

Minutes submitted by Carrie Brown 11/14/2018