

Date	March 12, 2014
Members Present	Eric Blackhurst, Matthew Heiser, CJ Jensen, Sandy Good, Jack Dinsmoor
Staff Present	Rita Kurelja, Erin Tice
Guest	Paul Fishman

The March 12, 2014 meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 8:33 am in Room 202 of the Municipal Building of the Town of Estes Park.

PUBLIC COMMENTS

Paul Fishman – Candidate for Town Trustee. Mr. Fishman thanked the board for all they do.

APPROVAL OF MINUTES

Minutes of the February 12, 2014 meeting were approved as submitted with no objections by Eric Blackhurst.

FINANCIALS:

None to report at this time

COMPLEX AND DEVELOPMENT UPDATES

A. Talons Pointe

1. Occupancy and Delinquency: 1 vacancy; \$467 in delinquency. This unit had vinyl instead of carpet due to a reasonable accommodation; however will be removing and replacing with carpet to get rented. Wrote off \$2150 last month; \$438 remaining, vacated tenant is making payments.

B. Vista Ridge

1. Sales Update: Maintenance is finished in the unit. Would like to look at comps before we agree to sales price.

C. The Pines

1. The Pines Sales: Have had a few showings. There is a resale on the market listed at \$134,000.
2. Pines Rentals
 - a. Occupancy and Delinquency: Zero vacancy, zero delinquency
 - b. HOA: Will work on one of two special projects this year; painting buildings or resurfacing parking lot.

D. Cleave Street

1. Occupancy and Delinquency: Zero vacancy; delinquency at \$211 for tenant on promissory note. Efficiency opened up end of February; new tenants to move in April 1st.
2. Smoking policy: Only property where we allow smoking in the building. Considering the idea of instituting a no smoking policy; then all housing authority properties would be nonsmoking. Blackhurst suggests distributing smoking cessation literature to residents. Plenty of notice would be given.

Motion to institute no smoking policy at Cleave Street Apartments effective January 1, 2015 made by Jack Dinsmoor; Matthew Heiser seconds the motion; passes unanimously.

E. Falcon Ridge

Blackhurst complimented Kurelja on presentation last night at Town Board meeting, well received; hoping for financial benefit to Falcon Ridge. Kurelja made formal request for fee waivers; wait to hear back from Town Board (not so much a waiver as a payment from town through general fund).

1. Tax Credit Application: Application has been submitted, CHFA has confirmed receipt. Fewer applications submitted than letters of intent. I believe we are the only entity directly affected by the flood; application from Fort Collins may be competition. CHFA has not set dates for presentations; applicants are allotted 15 minutes.

2. Development Budget: Detailed budget submitted to CHFA; we anticipate some changes but nothing drastic. Total project costs \$12,611,487. Lowered cost of land to \$900,000 which will be sold to partnership. A lot in attorney and title fees. Took some estimates from similar project in Windsor of 44 units.
3. Street Name: Have to come up with street name by the end of the week. Will be submitting Federal Home Bank application and will need address.
4. Town of Estes Park fees: Kurelja has made formal request to Town for waiver.
5. Town development process: Will begin before we hear from CHFA so we make some headway; don't want to lose time waiting.
6. ESTIMATED Timeline Aller Lingle Massey: Cornerstone is currently working on traffic impact report. Preliminary Site Plan and subdivision submittal scheduled for April 23rd. Public Hearing for subdivision by Planning Commission scheduled June 17th; by Town Board scheduled July 22nd. Meeting next Wednesday with Dave Lingle and Cornerstone to go over site plan.
7. Club House: Making some changes to size and location of management office. Intent is that the new staff position will be full time. Didn't like office backed up to maintenance shop. One story building.
8. Site Plan and renderings: Kurelja showed preliminary site plan and sketches. Property will be divided into Lot 1 at 4.21 acres and Lot 2 at 1.34 acres. Need to look into density transfer; In the future, Blackhurst would like to see a market rate component for Lot 2 if possible.

REPORTS, UPDATES AND OTHER MISCELLANEOUS ITEMS

- A. Unit Turnover Report: One unit at Talons Pointe; has been vacant 53 days.
- B. Misty Mountain Lodge: Owner of the lodge called wondering if housing authority would be interested in purchasing. Could be an opportunity for seasonal housing. Worth taking a look.

OLD BUSINESS

- A. The Neighborhood: Town Board agreed to amend covenant to increase income limit to 125% of the area median income. Developer did not want to require home buyer education. Getting information to buyers for the resale units is still an issue. Developer does not provide information for resales; housing authority does not provide information as it is not our program. Realtors and buyers do not know where to go.
- B. Any additional old business: None

EXECUTIVE DIRECTOR REPORT

Kurelja attended hearing officer training; very worthwhile – learned a lot.

ANY ADDITIONAL BUSINESS

None

There being no further business, Eric Blackhurst adjourned the meeting at 9:52 am.

Erin Tice
Housing Operations Manager