

Date: July 13, 2016
Members Present: Eric Blackhurst, Jack Dinsmoor, Matthew Heiser, Phil Frank
Staff Present: Rita Kurelja, Jessica McGee, Naomi Hawf
Guests: No guests

1. Call to Order: The July 13, 2016 meeting of the Estes Park Housing Authority Board of Directors was called to order by Chair Eric Blackhurst at 8:45AM in Room 203 of Town Hall.
2. Public Comments
No public comments.
3. Reading and Approval of Meeting Minutes for June 8, 2016 meeting: no changes. **Minutes stand approved.**
4. Financials: None to report
5. Complex and Development Updates
 - A. Talons Pointe
 - i. Occupancy and Delinquency - Rita Kurelja: One vacancy; vacancy loss \$482; delinquent \$748. Property is doing very well.
 - B. The Pines
 - i. Occupancy & Delinquency - Rita Kurelja: No vacancy, no vacancy loss, nothing delinquent. We will have one move out this month; one resident has moved to Prospect Park and is paid through end of July.
 - C. Cleave Street
 - i. Occupancy and Delinquency - Rita Kurelja: One vacancy, vacancy loss \$610, no delinquencies. We filled one empty unit and will have one more this month.
 - D. Falcon Ridge
 - i. Development update: There has been no change in the budget, contingency is still at zero. Buildings A-F are all occupied, the clubhouse is occupied, and G will be ready by the end of this week or next. We will have full occupancy by August 1 or even a bit earlier. Final CO is being held until the entire project is done. Landscaping looks great: sod, trees, and shrubs are in. The new onsite super is doing very well. Warranty process is going well. The contracted maintenance workers have been trained by the installers on critical elements: water heaters, electric, sprinkler irrigation. The Open House is scheduled July 14. 30 yeses have RSVP'd. First file audit is coming August 4th; Jeff and Angie will be here to make sure all is well.
 - ii. Leasing update: Naomi Hawf. Leasing is going well. We do have one vacancy already; a 3-bedroom at 40%. Appliance work orders will be completed this week and next week as well.
 - E. Peak View Apartments
 - i. Update, Leasing and maintenance: All leased up. Concrete was removed and a tree will have to be removed as well. We may plant some aspens there instead. New tenants seem to be happy. Bag service for trash is going well, too.
 - F. Vista Ridge: Jack Dinsmoor: They are doing well. Dues are up to \$175; they are adding to the reserves by 9%. Grounds are a concern.
6. Reports, Updates, and Other Miscellaneous Items
 - a. Unit Turnover Report.- Rita Kurelja: One unit was turned over at Cleave Street (#2), and one resident moved from Talon's Pointe to Falcon Ridge.
 - b. Lone Tree Village: Rehab project is put on hold – perhaps indefinitely. Contributing factors are price concerns.
 - c. Code Amendments: County Commissioners want Town to cap vacation rentals before they will allow employee housing changes. We are going to try for a change in income limits for the density bonus; they

seem to be more open to that approach. We will revisit with Frank Lancaster; these code changes will have an effect on what happens with Peak View.

7. Old Business

A. Employee Handbook Draft: Will discuss/ send to Wes.

B. New Resolution: Bank of Colorado credit card limit increase requested. Eric Blackhurst requested a motion to approve the request. Matthew Heiser made motion, Jack Dinsmoor seconded. Phil Frank abstained. Motion passes unanimously with one absent and one abstaining.

8. Executive Director Report: Jessica McGee will go to Section 8 training the week of the 25th. July 26th is the Habitat for Humanity meeting with the Planning Commission. There is a Town Board meeting and Study Session where the Town will discuss their role in Housing. The Community Services grant application just came out. Board member Joanna Riffelmacher had her baby.

9. Any additional business: We discussed the Fish Hatchery property with the Town and Land Trust to develop 25 acres of land. It will be put out to the public for RFPs for profit. Town may trade land. There has been no mention of code changes. It could take 6 months for the RFP process to start. We will also respond to and address some misconceptions and misunderstandings of our organization and goals.

10. Chairperson Blackhurst requested a motion to adjourn to Executive Session at 9:26AM. Jack Dinsmoor move, Phil Frank seconded, passed unanimously.

11. Reconvene at 10:05AM.

12. Actions. Chairperson Blackhurst requested a motion for the acquisition of the Dunraven property. Matthew Heiser move, Phil Frank seconded. Approved unanimously with one absent. Eric Blackhurst will also investigate the purchase of a hotel.

13. Adjourn. Chairperson Blackhurst adjourned the meeting at 10:09AM.

