

Date March 9, 2016  
Members Present Eric Blackhurst, Matthew Heiser, Joanna Riffelmacher, Jack DInsmoor, Phil Frank  
Members Absent  
Staff Present Rita Kurelja, Jessica McGee  
Guests Present Mayor Bill Pinkham, Town Administrator Frank Lancaster

### 8:30am Tour of Falcon Ridge

#### CALL TO ORDER

Meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 9:12am in the Talon's Pointe clubhouse located at 1715 Red Tail Hawk Drive.

#### PUBLIC COMMENTS

No comments.

#### APPROVAL OF MINUTES

February 10, 2016 meeting minutes are approved with no corrections and no objections by Eric Blackhurst.

#### FINANCIALS

None to report.

**Discussion with Town: Mayor Pinkham and Administrator Lancaster on the next steps after the Housing Study.** Mayor and Town Administrator agree that we need to move forward to keep up the momentum of the study. Focus will be on the 11 recommendations. A consultant lead strategic session to be held with key community players invited. Frank will look for a facilitator, Kurelja will compile list of potential attendees. Lancaster thinks readdressing the codes, the ADUs and density bonus will go a long way to getting us started as well. We will use newspaper columns to help with public awareness.

#### COMPLEX AND DEVELOPMENT UPDATES

##### A. Talons Pointe

1. Occupancy and Delinquency – Rita Kurelja: Zero vacancies and \$627 delinquent.

##### B. The Pines

1. Occupancy & Delinquency- Rita Kurelja – Zero vacancy and vacancy loss. There is a \$991 delinquency and we are working with the resident

##### C. Cleave Street

1. Occupancy and Delinquency- Rita Kurelja – Zero vacancies. One person moved out and another will be in in less than a week.
2. Maintenance update: Some windows on the south side have taken to peeling. Kingswood will be scraping and painting to repair.

##### D. Falcon Ridge

1. Development Updates: Rita Kurelja, Jeff Feneis: Budget was scrubbed to find about \$40K, but the net is still going to be really close. Taxes are collected in a way that is a bit different, and we won't reconcile until next year.
2. Leasing update: Jessica McGee reports leasing is going well. We should have ten units rented by April 1<sup>st</sup>.

##### E. Peak View Apartments

1. Formal Resolution for loan: Resolution # 66 regarding financing terms read by Eric Blackhurst. Approved with one correction, a typo in the address needs to read 1551 not 1155. Jack Dinsmoor motioned to approve, Riffelmacher seconded, passed unanimously with one absent (Heiser left early) and one abstained (Frank).  
Financing decision: The EPHA down payment of \$375000 to be an investment in the property.

## **REPORTS, UPDATES, AND OTHER MISCELLANEOUS ITEMS**

- A. Unit Turnover Report - Rita Kurelja: There was one efficiency unit at Cleave open, less than one month.
- B. Housing Operations Manager position: Jessica McGee was promoted to HOM. The FR Community Manager position is now open and we are already interviewing.
- C. Section 8 : We have issued out a few vouchers;

## **OLD BUSINESS**

A. Down Payment Assistance update: Rita reported that the applicants who needed a DPA loan came back and said they didn't need the help after all. They were given a private gift and they don't need our funds. . Eric Blackhurst reported that the EP Board of REALTORS is on the Duck Race ticket for DPA, and mentioned that there is a \$10,000 Rotary grant for which EPHA could apply.

B. Any additional old business

None to report.

## **EXECUTIVE DIRECTOR REPORT**

There is one open board position for Board member. One application has been received, from Eric Blackhurst, who is the current Chair.

## **ANY ADDITIONAL BUSINESS**

Rita Kurelja discussed her meeting with the Crisis Advocates, and the upcoming Sunrise Rotary meeting on April 5. The theft issue at Falcon Ridge was also briefly discussed.

**There being no further business, Eric Blackhurst adjourned the meeting at 10:43 am.**

