

EPHA Board Meeting Minutes: June 13, 2018

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

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

Guests Present: Jeff Feneis, Sam Betters via phone, Scott Moulton, Ken Zornes, John Vernon and Tim Schiller

1. Call to Order: Eric Blackhurst called the Estes Park Housing Authority Board of Commissioners meeting to order at 8:30 AM on June 13, 2018 at the Town of Estes Park meeting room 203.
2. Public Comments: Tim Schiller asked if EPHA pays property tax. Blackhurst responded, EPHA is a tax exempt governmental entity established by state statute.
3. Reading and Approval of Meeting Minutes for May 9, 2018: Minutes from May 2018 meeting approved as submitted.
4. Peak View and YMCA Discussion: Jeff Feneis and Sam Betters, via conference call, discussed Peak View development, objective is to build without AMI restriction, but working in Estes Valley a minimum of 30 hours weekly will be required. Developer fees discussed, a portion of those could be deferred. YMCA development discussed, LHA will not serve as developer, but did recommend Brinkman (The Foundry) LHA will introduce EPHA and the project to Brinkman.
5. Complex and Development Updates:
 - A. Falcon Ridge: Ginger Tackman reporting
 - i. Occupancy and Delinquency: One vacancy for a loss of \$814. Delinquency of \$997 from five tenants.
 - B. The Pines: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss and no delinquency.
 - C. Cleave Street: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss and no delinquency.
 - D. Peak View: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, and no delinquency.
 - E. Talons Pointe: Naomi Hawf reporting
 - i. Occupancy and Delinquency: Two vacancies, loss of \$1,159. Delinquency of \$4,654 from one vacated tenant and one current tenant/
 - F. Lone Tree: Naomi Hawf reporting
 - i. Occupancy and Delinquency: One vacancy, \$1,430 loss. Delinquency of \$669 from one current tenant.
6. Reports, Update, and Other Miscellaneous Items: Hawf reporting
 - A. Unit Turnover Report:
 - i. Falcon Ridge- One unit turned.
 - ii. Lone Tree- Three units turned. One remains vacant.
 - iii. Cleave Street- No units were turned.
 - iv. Pines- No units were turned.
 - v. Talons Pointe- One unit turned, two remain vacant.
 - vi. Peak View- No units were turned.
 - B. YMCA Update: Hawf reported that a recent luncheon presentation to several local entities showed a lot of community interest. EPHA will explore a partnership with Brinkman and talk with legal regarding an LLC.
 - C. Peak View update: EPHA will move ahead with exploring The Pines refinance options. EPHA aims to keep Basis 1 Architecture throughout this project providing costs are in line.
7. Old Business: None
8. Additional Business: EPHA will conduct the annual purge of the waiting list from July 2, through August 1, 2018.
9. Executive Director Report:
 - A. Hawf introduced new Housing Supervisor, Scott Moulton to the board.
 - B. Another down payment assistance loan has been paid off. (Libby)
 - C. Letters have been sent to neighbors of Peak View to let them know of development progress.
10. Adjourn to Executive Session: 9:50 AM adjourn to executive session with a motion made by Smith and a second by Pinkham, reconvene 10:15 AM

A motion made by Able to allow Christian Collinet to represent EPHA in the purchase of vacant land, Smith seconded and the motion carried.

A motion made by Smith to remove executive director probationary period, a second by Pinkham and the motion carried.

Board gave Hawf permission to address any personnel issues and financial needs as deemed appropriate.

11. Adjourn: 10:25 AM

Minutes submitted by Carrie Brown 6/22/2018