

EPHA Board Meeting Minutes: September 12, 2018

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

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

Guests Present: Steve Lane, Christian Collinett, Dan Heard, Jennifer Waters 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 September 12, 2018 at the Town of Estes Park meeting room 203.
2. Public Comment: No public comment.
3. Reading and Approval of Meeting Minutes for August 8, 2018: Minutes were approved as submitted.
4. Complex and Development Updates:
 - A. Lone Tree: Naomi Hawf reporting
 - i. Occupancy and Delinquency: Two vacancies, loss of \$891, delinquency of \$2,129 from two current tenants and one vacated tenant.
 - B. Talons Pointe: Naomi Hawf reporting
 - i. Occupancy and Delinquency: Two vacancies, loss of \$390, delinquency of \$5,574 from vacated tenants.
 - C. The Pines: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, no delinquency.
 - ii. Scope of Work concerning roof, see attached document.
 - D. Cleave Street: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss, delinquency of \$1,563 from two current tenants.
 - ii. Scope of Work concerning roof, see attached document.
 - E. Peak View: Carrie Brown reporting
 - i. Occupancy and Delinquency: No vacancy, no loss and no delinquency.
 - F. Falcon Ridge: Ginger Tackman reporting
 - i. Occupancy and Delinquency: One vacancy, loss of \$85, delinquency of \$2,056 from one vacated tenant, \$73 from four current tenants.
5. Reports, Update, and Other Miscellaneous Items: Hawf reporting
 - A. Unit Turnover Report:
 - i. Lone Tree- One unit turned.
 - ii. Talons Pointe - No units turned.
 - iii. The Pines- No units turned.
 - iv. Cleave Street- No units turned.
 - v. Peak View- Three units turned.
 - vi. Falcon Ridge- No units turned.
 - B. YMCA Update:
 - i. YMCA has developed a plan for EPHA to close the funding gap, see attached.
 - ii. EPHA will meet with Brinkman on September 14, 2018 to discuss the possibility of development.
 - iii. EPHA is exploring avenues for funding include USDA, CHFA, and DOH.
 - C. Peak View Update:
 - i. Steve Lane presented a sketch plan of the project site as well as drawings of the proposed units. He reported that a sidewalk along the property will be required and commented on possible amenities including an outdoor gathering area, storage building with bay area for tenant use and equipment storage for EPHA.
 - ii. EPHA will meet with area residents on September 26, 2018 to discuss project development.
 - iii. EPHA is exploring avenues for funding include USDA, CHFA, and DOH.

- D. Castle Ridge update:
 - i. EPHA submitted application to rezone, there were no objections to rezoning and the project will now go to planning commission.
 - ii. The board agreed to proceed with hiring an engineer to assess the property concerning drainage and site development with cost not to exceed \$5000. Motion made by Smith and seconded by Frank and the motion passed unanimously.
- 6. Old Business:
 - i. Hawf submitted Executive Director year end goals to the board for review.
- 7. Additional Business:
 - A. Hawf presented 2019 quote for insurance with CIRSA, board agreed to proceed with coverage.
- 8. Executive Director Report:
 - A. Home ownership:
 - i. The Neighborhood, home for sale at 1815 Gray Hawk, one application received and approved.
 - ii. Town Ownership, one application received and approved.
 - iii. Down Payment Assistance, one application received and approved.
 - iv. Vista Ridge: Christian Collinet asked the board for approval for the rental of 889 Crabapple Lane for up to six weeks following closing scheduled for October 15, 2018 providing the property closes on schedule and rental not continue beyond November 30, 2018. Motion was made by Smith and seconded by Pinkham. Motion passes with one abstention.
 - B. EPHA will formalize roles with Pines HOA at annual meeting as result of issue with homeowner water leak.
 - C. Hawf and Moulton will attend training in Salida on September 17-18 and conference in Vail October 2-5.
 - D. EPHA 2019 budgets will be ready for review in November.
 - E. EPHA has budget for Holiday Dinner, will look at options and report back.
 - F. Hawf will be presenting at Estes Park Health on September 12, 2018.
 - G. EPHA will be in support of Wind River project at September 25, 2018 Town Board Meeting.
- 9. Adjourn: 10:35 AM

Minutes submitted by Carrie Brown 9/12/2018