

Estes Park Housing Authority (EPHA) Board Meeting

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| Date | August 9, 2006 |
| Members Present | Eric Blackhurst, CJ Jensen, Jack Dinsmoor, Karla Porter, Bill Pinkham |
| Staff members | Rita Kurelja, Jeri Frederick, Wayne Mechem, Duncan Riley, Mariann Pugh, Sharlet Lee, Bill Rumley |
| Guests | Yvonne Mechem, Joe Wise |

The August 9, 2006 meeting of the Board of Commissioners was called to order by Chairperson Eric Blackhurst at 8:30 a.m. in the Training Room of the Estes Park Municipal Building.

Eric introduced the outgoing Manager of Pine Knoll Apartment Wayne Mechem and his wife, Yvonne, as well as introducing the new manager, Duncan Riley. Eric presented the Mechems with a gift certificate and thanked them for their service to the Pine Knoll apartments.

1. APPROVAL OF THE MINUTES

Motion to approve the July 12, 2006 minutes of the Estes Park Housing Authority passed made by CJ Jensen and seconded by Karla Porter. All Ayes. Motion passed.

2. FINANCIALS

- i. Financial report: No financials this month**
- ii. Audit Bids- Sharlet reported that she got three bids for the annual audit.**

Motion to approve Cutler & Associates to do the EPHA audit for one year at the cost of \$2500 with a two year additional provisional contract made by Bill Pinkham and seconded by CJ Jensen. All Ayes.

- iii. Town of Estes Park Budget- Rita presented her budget proposal for 2006/2007. The budget is asking for 10% less from the Town of Estes each of next two years as the EPHA starts to gain its independence.**

Motion to approve the proposed 2007/2008 budget and authorizing Rita to submit it to the Town of Estes Park made by Jack Dinsmoor, seconded by Karla Porter. All Ayes. Motion passed.

3. DEVELOPMENT UPDATES

A. Vista Ridge-Phase three; report was given by Joe Wise. VR phase 3 is now sold out

B. Vista Ridge-Phase four; Rita reports that two individuals have income qualified for Phase 4. Joe Wise feels that the project is at least 3 weeks behind due to the 10 days of rain we had in July. The dry-walling has begun. The road bank has been cut back sufficiently so that traffic visibility coming down Dry Gulch is not an issue.

4. COMPLEX UPDATES

A. Talons Pointe-Mariann reports that there are currently two vacancies. A prospective tenant is now in screening. Mariann is working with current tenants on late payments and has them on payment schedules and doesn't feel the money will be a problem to collect. Other delinquencies are in collections.

B. Cleave Street. Rita reports no vacancies or delinquencies.

C. Pine Knoll

i. Bid Comparison and Recommendation-Rita presented three Pine Knoll Rehabilitation Project Bids. She is recommending that the EPHA enter into an agreement with Independent Home Living Contractors.

Motion to enter into a contract with Independent Home Living on renovation of 23 units of The Pines condos at a price of \$264,834 made by Jack and seconded by Bill Pinkham. All ayes. Motion Passed.

ii. Development Budget-

Rental units: rehabilitation will cost \$134,457 which includes carpet cleaning or replacement, painting, replacing hot water heaters, furnaces, and other miscellaneous items. HACOL was awarded most of the work at a cost of \$119,082.

The For Sale portion includes new cabinets, flooring, countertops, washer and dryers and other miscellaneous items.

Rita reported that the total development budget she is requesting approval of is less than the last estimate.

Motion was made by Bill Pinkham and Jack Dinsmoor to accept the Pine Knoll Rehabilitation Development Budget Dated 8/9/2006 for \$734,121. All ayes. Motion Passed.

iii Rehabilitation Status-Independent Living says they will have rehab work done in 90 days to the for sale units. HACOL will have all of their work done on September 1, 2006.

iv. Tenant Status The Moving Connection was contracted to move 4 residents from one unit to another in August 1. The move went well. They started at 9:30am and were done by 6:30p.m. Pine Knoll is half filled with 12 residents.

v. Other Pine Knoll Issues. Duncan Riley is the new manager at Pine Knoll. He will do light maintenance, grounds work including snow removal. His position is part time. Rita and Duncan will monitor this position to determine the hours needed and will re-assess in 6 months.

5. REPORTS, UPDATES, AND OTHER MISCELLANEOUS ITEMS

Housing Colorado Now Conference Info was passed out. The conference is October 17-20, 2006, Rita will be attending

Also a letter from Colorado Housing and Finance Authority (CHFA) was presented regarding the review that was conducted on June 28, 2006. The property inspection passed as well as the management review.

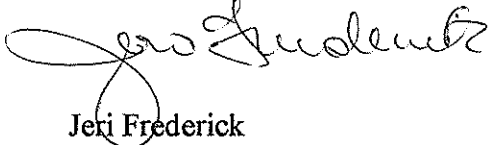
6. ANY OTHER BUSINESS

Staff from Colorado Division of Housing, including the Executive Director came to Estes last week. They were introduced to the Mayor and Randy and were given a tour of all of our Properties. They were impressed with all of our properties. DOH will be assisting Estes and other communities in doing needs assessment.

7. ADJOURNMENT

Meeting Adjourned 10:21 a.m.

Respectively Submitted,



Jeri Frederick
Administrative Assistant