

Date	January 10, 2007
Members Present	Eric Blackhurst, Bill Pinkham, CJ Jensen, Jack Dinsmoor
Staff Present	Rita Kurelja, Jeri Frederick, Mariann Pugh, Rich Ekwall
Member's Absent	Karla Porter
Guests	Joe Wise, Christian Collinet

The January 10, 2007 meeting of the Board of Commissioners was called to order by Chairperson Eric Blackhurst at 8:37 a.m. in room 203 of the Town Hall.

1. APPROVAL OF THE MINUTES

Motion to approve the December 13, 2006 meeting minutes of the Estes Park Housing Authority was made by Jack Dinsmoor, seconded by Bill Pinkham. All voted AYE. Motion Passed.

2. FINANCIALS

- A. 4th quarter financials are delayed as the Loveland Office had an employee resign in the accounting department. They will be reported on at the next meeting.
- B. Expenditures for the EPHA Christmas Party and other expenditures for reimbursement to Rita were presented.

Motion to approve those expenditures was made by Bill Pinkham and seconded by Jack Dinsmoor. All voted AYE. Motion Passed.

3. DEVELOPMENT UPDATES

A. Vista Ridge

i. Construction Update

Eric signed final plat last night and now it will be recorded. Rich Ekwall reported that there have been delays due to weather issues both with rain in July and snow during the Holidays. Drahota will still probably be out by their 330 day deadline of March 18th but were hoping to be done about Christmas time. Unit E-2 which is under contract will be delayed two weeks in closing to February 15th so that the interior finishes can be completed. Some of the delays are costing the project money. These costs were driven by change orders by the Town. The Town has not returned the red line back to Rich to date. There was discussion on challenges and frustrations with dealing with different people in the town offices that presented different requirements for the project which all cost money in engineering, architects, time and materials. It was suggested that the city's lack of coordination between it's office cost the project money. Greg Sievers often presented Drahota with long list of things to accomplish that didn't even pertain to Phase 4. Rich will present a breakdown of additional costs at the Estes Investors Meeting in February.

ii. Sales Report

Joe Wise-One unit was scheduled to close January 31 but will have to be extended to accommodate Drahotas schedule. A second unit is scheduled

to close on February 15th. He has a contract on a resale unit in Phase 1. Joe Wise predicts stable house pricing in Estes Park even though the market has been quiet this past month.

4. COMPLEX UPDATE

A. Talons Pointe

i. Occupancy and Delinquency

Mariann had one vacancy at Talons Pointe in December. She finally has the three bedroom rented. She reports \$2915.00 in delinquencies for vacated tenants and \$7185.00 in delinquencies for current tenants-many of those have paid in full sine the report was generated.

B. Cleave Street

i. Occupancy and Delinquency

Rita reported that she has one vacancy in December. One current tenant owes \$124.00 which has been paid since this report was generated. Cleave Street had two hot water heaters replaced in January with two 75 gallon high efficiency gas heaters. Rita is looking at the possibility of putting in two stackable washer/dryer units into the laundry to better serve the ten apartment units there. Rita has placed a call to the owner of the parking lot to inquire about snow removal from the past three storms. He has yet to return her call.

C. Pine Knoll

i. Rehabilitation Status

Lights over the dining room, kitchen sink and bathroom sink have been replaced and look nice. Refrigerators and ranges are being given away. Once they are gone then they will be replaced. The units are also being rekeyed.

ii. Lease Up

Pine Knoll rentals have seven vacancies. We will offer incentives to get them all leased up. Duncan has done an incredible job with snow removal and Rita has heard compliments from the residents there about how appreciative of Duncan they are.

iii. Sales Status

Christian Collinet from First Colorado Realty reported that the furniture for the model unit is in and a decorator will come in to arrange it next week. Response has been quiet and he suspects the three snow storms have affected that. Realtor Tour will wait until the model unit is fixed up. Rita recommends that the covenants be reviewed before units are sold. She is suggesting that the Board be made up of three people from the five that are recommended. CJ Jensen and Jack Dinsmoor have agreed to be on the Board when needed. Jack and Eric ask that the covenants be distributed among the EPHA Board to revisit them.

5. REPORTS, UPDATES, AND OTHER MISCELLANEOUS ITEMS

A. Section 8 contract

Rita presented Resolution #51 to approve a one year extension of the Section 8 Housing Choice Voucher administration agreement between HACOL and EPHA for administrative services for that program. Motion to approve made by CJ Jensen, seconded by Bill Pinkham. All AYES. Motion Passed to approve resolution.

B. EPHA Performance Review Policy

Draft documents are not ready yet. Bill Pinkham has suggested some changes. Rita hopes to complete the new policy by the end of February.

C. Expiring Commissioner

Jack Dinsmoor's term is up and he has agreed to re-up for five years.

Motion to re-appointment Jack Dinsmoor to another 5 year term as EPHA Board of Commissioner to expire in April 2012 was made by Bill Pinkham and seconded by CJ Jensen. All AYES. Motion Passed.

6. OTHER BUSINESS

Board Retreat is February 23, 2006 from at least 8:00-12:00. Rita needs everyone to be there.

Rita's vacation is Jan 30th-February 13th.

7. ADJOURNMENT

10:17 a.m.

Respectfully Submitted,



**Jeri Frederick
Administrative Assistant
Estes Park Housing Authority**