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| Date | July 9, 2008 |
| Members Present | Eric Blackhurst, Jack Dinsmoor, CJ Jensen, Matthew Heiser |
| Members Absent | Karla Porter |
| Staff Present | Rita Kurelja, Erin Tice, Mariann Pugh |
| Guests | Christian Collinet, Joe Wise |

The July 9, 2008 meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 8:33 am in room 203 of Town Hall.

APPROVAL OF MINUTES

Minutes of the June 11th meeting were approved as submitted with no objections by Eric Blackhurst.

DEVELOPMENT UPDATES

A. Vista Ridge

1. Sales update: Joe Wise provided a sales report. Since last meeting 3 units have been gone under contract. Two are affordable units closing in August using the USDA Rural Development program. One market rate, 1915 Wildfire Road has closed. Two 3 bedroom affordable units remain. Interest in one of the market rate unit. With two affordable resale units coming on the market there will be competition for the new units. Over 60% sold and owner occupied in Phase 4. Rural Development program is excellent for buyers but labor intensive.
2. Model unit update: Rita Kurelja and Erin Tice went shopping to stage model unit, 1923. Some items are back ordered but model should be set up in the next couple weeks.

COMPLEX UPDATE

A. The Pines

1. Sales Status: Christian Collinet presented a sales report. Two remaining units in building one. Two Rural Development financed units are closing in July and three other candidates have submitted paperwork. Want to keep selling units as we begin renovations to building two; too early to determine pricing.
2. Occupancy and delinquency: End of June had 2 vacancies in the market rate units with those leased beginning in August. Delinquency of \$1241 at the Pines. We plan to contact the co-signor. Duncan is doing a great job with the lawn.
3. Renovation update: Duncan has been painting. The interior doors are in Loveland being painted and contractor has ordered materials for the decks and patios. Building Permit in process.

Joe Wise left at 9:06 am

B. Talons Pointe

1. Occupancy and delinquency: Mariann Pugh reported no vacancies in June; one coming this month – but should have it filled right away; The delinquency of \$5,989.38 is scheduled to be written off next month. Moofie Miller has assured us this situation won't happen again. Very low vacancy rate is good news.

Christian Collinet left 9:10 am

C. Cleave Street

1. Occupancy and delinquency: No vacancies or delinquencies to report. Financially Cleave Street is a tight project. Rita will be bringing a 2009 Cleave Street budget that will reflect rent increases and possibly a method of the tenant paying some portion of the utility costs. Eric Blackhurst suggested looking into programmable thermostats. Rita is going to look into some metering/billing options. The dumpster appears to be being used by non-tenants and large items that are left are a common problem.

FINANCIALS

Postponed until August meeting.

REPORTS, UPDATES AND OTHER MISCELLANEOUS ITEMS

- A. Section 8 update – Currently leasing up several vouchers available through attrition.
- B. CJ Jenson's renewed 5 year term was approved by the Town Board on July 8th, 2008.
- C. Strategic Planning Session – Rita Kurelja mentioned that a strategic planning session with the Town of Estes Park will probably be held this fall, regarding the Needs Assessment. Rita met with Mayor Pinkham and Jackie Halburnt to see what they had in mind. Assessment was presented to school board; postponed Board of Realtors and Sunrise Rotary meeting scheduled for next week. The Needs Assessment has been well received.
- D. Executive Director Report:
 1. Rita Kurelja and Erin Tice will attend an HTML training July 21, 2008.
 2. Personnel Committee – Matthew Heiser and Karla Porter are on the committee and will meet with Rita Kurelja on July 18, 2008.
 3. The EPHA has applied for our own credit card.
 4. Rita Kurelja will be on vacation for the end of August and beginning of September.
 5. Section 8 Admin Plan needs to be updated. We will go piece by piece and bring items to the Board as needed.

ADJOURNMENT

9:39 am

Respectfully submitted,

Erin Tice
Administrative Assistant
Estes Park Housing Authority