

Date	May 9, 2007
Board Present	Eric Blackhurst, Karla Porter, Cj Jensen, Jack Dinsmoor, Bill Pinkham
Staff Present	Rita Kurelja, Mariann Pugh, Jeri Frederick
Guests	Joe Wise, Christian Collinet
Trail Gazette Reporter	Mike Hedrick

The May 9, 2007 meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 8:30 a.m. in Room 203 of the Estes Park Town Hall.

Prior to the meeting Eric Blackhurst read a complimentary letter about Rita from Carol Prince.

APPROVAL OF MINUTES

Motion was made and seconded to approve April 11, 2007 minutes of the Estes Park Housing Authority Board of Commissioners meeting. All voted AYE. Motion passed.

FINANCIAL REPORTS

No financials to report

DEVELOPMENT UPDATES

A. Vista Ridge Phase 4

- a. Construction Update-The Completion of Vista Ridge is pending a few small items. One is fixing the concrete sidewalk and it will be poured very soon.
- b. Sales Update-Joe Wise-1941, an affordable, is under contract. From January through May 8th Vista Ridge accounted for 45% of all condo sales in the \$200,000-\$325,000. The bad news: only 11 have been sold town wide. Rita visited with Sue Turner; a mortgage lender that is often used for closing on Vista Ridge Projects came up to Estes and was impressed with the Vista Ridge Product. An ad is going into the paper for May and June that will hopefully stimulate interest in Pine Knoll and Vista Ridge. There are also numerous web sites out there with photos that people can log onto. There was also discussion of developing a walk through video to take on the speaking circuit to service clubs and web sites.

COMPLEX UPDATE

A. Talons Pointe

- i. A meeting was held in Loveland May 7, regarding reporting Occupancy and Delinquency data with Tracy Thompson(the new Carla) Moofie Miller, Sharlet Lee, Sam Betters, Antonio Rojas, Rita, Mariann, and Jeri.
- ii. Mariann proudly reports that there are no vacancies at Talons Pointe as of the end of April.

B. Cleave Street

- i. Occupancy/Delinquency-No vacancies as of the end of April. There is one tenant responsible for the delinquency monies over 30 days. And will go into collections soon.

Door Viewers were installed at cleave Street this week. A cement slab will be replaced tomorrow. Some cosmetic work will be done in the laundry room prior to adding a second washer/dryer set. The picnic table should arrive within a month.

C. Pine Knoll and The Pines

- i. Occupancy/Delinquency. This is a new report of Pine Knoll. There Have not been any delinquencies from Pine knoll since we purchased the complex in June, 2006. There are 7 vacancies.
- ii. Sales Status-Christian Collinet-He hopes to get an offer this week. The one last month fell through when the person lost their job. He is showing 8-10 times per week. There was discussion about getting a new sign to give the complex a fresher look. Also there was nor discussion about
- iii. Development Budget Issues. The total interest paid out for the investment in Pine Knoll is increasing. It was predicted to be 138,444 and now it's up at 208,878. There was more discussion about more aggressive marketing of the condos.

REPORTS, UPDATES, AND OTHER MISCELLANEOUS ITEMS

A. CIRSA Insurance items. Rita is working to develop a Business Ethics Manual for all Employees.

1. The Board looked at the Safety Policy and decided that more specific needed to be included.
2. **Motion to appoint Rita Kurelja as Safety Coordinator was made by CJ Jensen and seconded by Bill Pinkham. All Voted AYE. Motion passed.**
3. Harassment Policy Rita passed out is from CIRSA. The BOC decided not to adopt until Rita has asked for clarification on some points in the policy.
4. Timberline Medical has been designated as the medical provider for workman's comp claims.
5. **Motion was made to designate Rita Kurelja as ADA Contact for the EPHA by Bill Pinkham and seconded by Jack Dinsmoor. All AYES. Motion passed.**

B. Viewed Public Liability video with BOC members

Adjournment 10:27 a.m.

Respectfully Submitted,



Jeri Frederick
Administrative Assistant