

Date	October 8, 2008
Members Present	Karla Porter, Jack Dinsmoor, CJ Jensen, Matthew Heiser
Members Absent	Eric Blackhurst
Staff Present	Rita Kurelja, Erin Tice, Mariann Pugh
Guests	Joe Wise

The October 8, 2008 meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Karla Porter at 8:29 am in Room 203 of Town Hall.

### **APPROVAL OF MINUTES**

**Minutes of the September 10, 2008 meeting were approved as submitted with no objections by Karla Porter.**

### **DEVELOPMENT UPDATES**

#### A. Vista Ridge

1. Sales update: Joe Wise provided sales report; no change since last month. One closing this month. Only a couple of showings in the last month. Will be mitigating one unit for Radon. This unit was retested and still measures high. This will be an Estes Investors expense.

### **COMPLEX UPDATE**

#### A. The Pines

1. Sales Status: No additional sales this month with 2 closings anticipated in October though dependent on Rural Development funding.
2. Occupancy and delinquency: One vacancy at end of September. Currently have two vacant upstairs units and three people are in line for them. One tenant was not offered lease renewal; is on section 8 and Rita worked with client to find another place to live. No delinquency reported and vacancy loss was \$252.64.
3. Renovation update: Building two is substantially complete. Furniture has been purchased and delivered for hallways. Two front units are the accessible units and not as appealing. Matthew Heiser and Rita Kurelja met with the building department regarding ADA regulations. Matthew and Rita will be meeting this week at the units to further investigate ideas to make them more attractive. Still in the process of coming up with a cost and reconfiguration plan for these accessible units and will let the Board know when the figures are in.

#### B. Talons Pointe

1. Occupancy and delinquency: Two vacancies to report for September; delinquency at \$2573.59 - planning to submit to collections. EPHA office is in the process of issuing a Project Based Voucher for Talons Pointe. Rita is taking part in the budgeting process for Talons Pointe. Karla Porter asked if a policy is in place regarding delinquencies. As the EPHA moves towards taking over Talons Pointe this issue will be addressed.

#### C. Cleave Street

1. Occupancy and delinquency: No vacancies or vacancy loss to report. Colorado Housing and Finance Authority (CHFA) conducted a full inspection October 3, 2008. Each unit was inspected. Currently tenants are re-certified once a year even though it does not change their rent after move in. CHFA inspector suggested that we ask DOH for an exemption to not re-certify every year.

## **FINANCIALS**

A. Town Funding – Rita brought a preliminary budget to the board meeting in September proposing that we not reduce our request for funding from the Town. The Town has reduced the request by \$5000. In the past we have typically reduced by about 10%. Rita will be bringing a revised budget to the November EPHA meeting for approval.

## **REPORTS, UPDATES AND OTHER MISCELLANEOUS ITEMS**

A. Strategic Planning Session – Rita Kurelja, Eric Blackhurst, Chuck Levine and Sam Betters met to discuss. Went over specifics, want to include different community organizations and will push the meeting out till January 2009. EPHA will carry it out with the Town's support.

B. Executive Director Report:

1. Rita will be attending the Housing Now Conference in Breckenridge next week.
2. Rita attended a luncheon regarding credit issues and how it has changed the home buying process for the affordable buyer.
3. Erin Tice went to a Section 8 training in September; and looking into the HTML 2 training in November.
4. HACOL instituting a new program where foreclosed homes are purchased, renovated and sold to income restricted households.
5. DOH, through HUD is funding projects for areas that have been hit hard by foreclosures. \$34 million will be dispersed through areas of Colorado. More information will be made available in the near future.
6. Looking into ideas for 2008 holiday party.

**There being no further business, Karla Porter adjourned the meeting at 9:16 a.m.**

Respectfully Submitted.

---

Erin Tice, Administrative Assistant