

Date: September 9, 2009

Members Present: Eric Blackhurst, Matthew Heiser, Karla Porter, Jack Dinsmoor
Staff Present: Rita Kurelja, Paula Rozyla, Mariann Pugh,
Guests: Christian Collinet

The September 9, 2009 meeting of The Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 8:30 am, in Room 203 of Town Hall

APPROVAL OF MINUTES

Minutes of the August 12, 2009 meeting were approved as submitted with no objections by Eric Backhurst.

FINANCIALS

A. EPHA 2010 Budget

Reported by Rita Kurelja: Grant request due to Town September 14, 2009

The overall budget request to the Town has been reduced by 5% for a total of \$161,500. EPHA income virtually the same as 2009. Estimating a 10% Health benefit increase. Admin position to increase hours to 35 per week with an increase in salary. Other salaries budgeted for a 2% increase following the Town's lead of 0-2%.

Talons Pointe cash flow will be dependent on legal fees. Development is subsidizing Operations to a small extent.

Jack Dinsmoor asked if we shouldn't increase the Annual Report line by adding an additional \$1000 to this line. This would give us the ability to market ourselves through an Annual report or other methods. All agreed.

Motion to approve the preliminary 2010 budget with the one addition noted was made by Jack Dinsmoor and seconded by Matthew Heiser. All voted Aye. Motion Passes.

Rita reported that she will be bringing two operating budgets (The Pines and Cleave Street) to the Board next month-

DEVELOPMENTAL UPDATES

A. Vista Ridge

i. Sales Update

Christian: Very little activity all summer with only two showings since July. Main reason is excess inventory. Lowering the price at this point would not be advisable.

ii. Rentals: Discussion ensued on the possibility of renting 2 of the 3 remaining units. Christian reported that the 3 Bedroom would rent for about \$1100 and the 4 Bedroom about \$1300 (maximum). Discussion between Rita and Christian of renting two of three units long term (one year lease), keeping the model unit. It was agreed that it would be a good idea to remove the 2 units from the 'Market' for a while. Hopefully the Real Estate market will improve by mid 2010. Rita will need to run by the investors and will then get the process of renting started.

COMPLEX UPDATE

A. Talons Pointe

i. Occupancy and Delinquency

Mariann Pugh reported- Four vacancies in August- One is already filled.

Delinquency: \$2025.72 with \$1400 being a maintenance charge.

- Rita- HACOL is looking into changing the way rent is paid at Talons Pointe to be in compliance with GAAP. Currently Mariann collects rents and deposits- Auditors prefer to see rents sent directly to bank. Options to include ACH, or tenants mail to Bank lock box. It's a proactive, protection based procedure. The Board questioned how Mariann would know who had paid. Rita was asked to get more information and report back to Board.

B. The Pines

i. Sales Status

Sales have slowed considerably as have showings. One unit is still under contract. One rural development applicant has moved in as a tenant until RD can fund or the end of the school year.

Rural development has stated they have a tremendous back log and are having difficulty getting loans processed. Conventional financing has an issue with the fact that the EPHA owns more than 50% of the units.

Patios and decks on Building 3 are complete. Building #3 Market rate rentals-two vacancies.

ii. Loan and Timeline analysis

Started with July 31st and entered actuals; from there we are projecting out.

If sales match projections we can begin to accelerate payments to the Town in October of 2009.

After units in building 2 are sold, the \$90,000 payment from sales will go to the Bank of Colorado.

Projecting having the Town paid off by June of 2010.

a. The Pines Rentals

i. Occupancy & Delinquency

Four vacancies at the end of August; 2 in Market rate building and 2 in Senior buildings. No delinquencies.

Bike rack now being installed by clubhouse. Started a recycling program, popular with tenants.

C. Cleave Street

i. Occupancy and Delinquency

No vacancies, no delinquencies.

Will know about our grant with Energy Outreach Colorado after October 1st. After November, funds will be available, may be able to start some projects.

REPORTS, UPDATES, and OTHER MISCELLANEOUS ITEMS

A. CARHOF

Successful in getting \$9600 in CARHOF funding for down payment assistance. Guidelines sent to Bank of America for approval. Some questions, money coming from realtors and are realtors involved? Will be calling in the next few weeks fundraising committee to start organizing

B. Lot 4

a. Financing

After months of working with HAC (Housing Assistance Council) on an extension, they decided they would not extend the note they held for lot 4. Now working with Bank of Colorado now, tentatively approved loan, 4 ½% done as community reinvestment.

Options offered: 20-year amortization, ballooning in two years, payments \$2625 a month. OR, Interest only for a year, and will extend another year.

Motion by Matthew Heiser: Proceed with a two year P & I loan, based on a 20-year am with a two year balloon through Bank of Colorado.

Jack second, one abstain (Karla). Motion passes.

b. Architectural conceptual

Rita reported she would like to move ahead with conceptual Land use contract with an Architectural firm. Could start with RFP or just award. Should it be limited to "in town" architects (within EP school boundaries)?

Jack- By limiting to "Park District" limiting to local culture, might not get new ideas?

(Karla) Will price competition not be as great?

Question: Limit to local firms? Greg White thinks that it is legal to do so, but could be limiting our options.

It was agreed that an RFP for Conceptual Land use on Lot 4 would be put out to RFP with preference given to local firms.

Rita will begin to work on and bring a draft and timeline to the Board. Will still need some input from the Board on the direction they would like to see us go with Lot 4.

c. Conflict of interest discussion

Rita- regarding Lot 4 and architectural. Potential conflict of interest with Matthew Heiser on board.

Per Greg White, Matthew would have to abstain from discussion or input about concept firm selection and/or negotiations.

C. Executive Director Report

- Planning session and bike tour- canceled. Attendance down 50%
- Six month review- One item that came out- we are going to look at holding a joint session with planning commission and EPHA board.

OTHER BUSINESS

a. October Board meeting

Conflict with date due to a Housing Colorado conference. Board meeting moved to October 7th, at 8:30am.

There being no other business, Eric Blackhurst adjourned the meeting at 10:35am.

Respectfully submitted

Paula Rozyla
Recording Secretary
Estes Park Housing Authority