

AGENDA

APCHA Board Meeting

Zoom or In-Person at BOCC Meeting Room – 530 E Main St

April 20, 2022

4:00 PM, Zoom Meeting (see instructions below)



For Public Comment, please see below to schedule

Rules of Decorum - APCHA Board meetings shall be conducted in a fair and impartial manner that allows the business of APCHA to be effectively undertaken. Citizens, APCHA staff and APCHA Board members alike must be allowed to state their positions in a courteous atmosphere that is free of intimidation, profanity, personal affronts, threats of violence, or the use of APCHA as a forum for politics. All remarks shall be directed to the APCHA Board as a whole, not to APCHA staff or to the public in attendance. Members of the public shall not approach the dais without first seeking and obtaining the permission of the Chairperson or presiding officer. Warnings may be given by the Chair at any time that a speaker does not conduct himself or herself in a professional and respectful manner, and anyone whose language or behavior impedes the orderly conduct of an APCHA Board meeting shall, at the discretion of the presiding officer, be barred from speaking further and may be ejected from the meeting.

Online through Zoom Meeting below:

[Join Meeting](#) or call: (US) +1 (669) 900 6833. Meeting ID: 820 2036 3928. Meeting password APCHA0420 (If calling in, the password is: 234328565)

4:00 PM **Call to Order, Chairperson Carson Schmitz**

ROLL CALL

4:02 – 4:10 **Public Comment (3-minute limit) – Public must request to make public comment at least 15 minutes prior to this meeting by calling 970-920-5455 or e-mail cindy.christensen@cityofaspen.com**

4:10 – 4:25 **Executive Director's Comments/Staff Update**

- Executive Director Updates – Gillen/Foster
- Signing up for notifications/Available Rental and Sale Units - Christensen

4:20 – 4:25 **Consent Calendar (may be adopted together by a single motion)**

- Minutes of the April 6, 2022, Regular Meeting

4:25 – 5:30 **Quarterly Presentation on HomeTrek – A Miller**

5:30 – 6:15 **Update on Compliance Issues – B Spitz**

6:15 – 6:30 **APCHA Board of Director's Comments (Optional)**

Adjourn

NEXT REGULAR MEETING: May 4, 2022, In-Person and/or via Zoom

NOTE: Times are approximate. Agenda items may be heard prior or after the estimated times shown.



Strengthening Community Through Workforce Housing

FUTURE LONG-TERM AGENDA ITEMS

As of April 20, 2022

Below are tentative dates for discussion on the specific items. This is subject to change.

May 4, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

- Policy additions/changes for Regulations review
- Start discussion on Work Plan for 2023
- Possible continued discussion on rightsizing policy

May 18, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

June 1, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

June 15, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

July 6, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

July 20, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

August 3, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

August 17, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

September 7, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

September 21, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

October 5, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

October 19, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

November 9, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

December 14, 2022 – 4 p.m. – In-Person or Hybrid Meeting (Zoom)

Next Discussion Items:

- CORE Home Energy Inspection Program



**MINUTES OF THE APRIL 6, 2022
REGULAR MEETING OF THE
ASPEN/PITKIN COUNTY HOUSING AUTHORITY**

CALL TO ORDER: Chairperson Carson Schmitz called the APCHA Board Meeting of April 6, 2022, to order at 4:00 p.m. The APCHA Board Meeting was held in person and through Zoom Meetings.

ROLL CALL: Skippy Mesirow, Alycin Bektesh, John Ward, Francie Jacober, David Laughren, and Carson Schmitz were present; Kelly McNicholas-Kury and Rachael Richards were absent.

Staff Members in Attendance: Matthew Gillen, Executive Director; Diane Foster, Assistant City Manager; Cindy Christensen, Deputy Director; Bethany Spitz, Compliance, Policy, and Systems Manager; Madelene Feder, Administrative Assistance II. Also in attendance was Thomas Smith, APCHA attorney.

PUBLIC COMMENT: Schmitz opened the regular meeting to Public Comment for items not on the agenda. There being none, Schmitz closed the public comment section of the meeting.

EXECUTIVE DIRECTOR COMMENTS: Executive Director Gillen updated the Board on the following:

- Director Gillen reread an email sent to him about APCHA and how it benefits them and the community. APCHA will be holding the first live chat on April 21, 2022, on Facebook.
- Deputy Director Christensen stated there were multiple empty bedrooms up at Truscott and staff is having a tough time filling them because of the income limit. The ad will be up until they filled. There was a one-bedroom sale unit that will come up on Friday.
- Assistant City Manager Foster stated that they have hired the Housing Policy Analyst, she will start in July.
- APCHA had two resignations – Mark Nussmeier, Assistant Property Manager, and Julie Kieffer, Qualification Specialist. These positions will be posted under the new Compensation Plan structure.

CONSENT CALENDAR: Ward made a motion to approve the Minutes of the Regular Meeting held March 16, 2022. Mesirow seconded the motion. **ROLL CALL VOTE:** Jacober, Mesirow, Bektesh, and Ward voted yes. Motion passed. Carson Schmitz abstained.

UPDATE ON WOODY CREEK PILOT PROGRAM: Director Gillen started the presentation recap of the Woody Creek meeting that held March 30, 2022. Gillen went over the premise of the program. Some concerns that were brought up from people who attended included that it could be a disadvantage on people who do not want to sell, or an unintended consequence of the program could be that it could push people not to take care of their units.

- Bektesh stated that one of the complaints that did not pertain to the program was “I don’t care what this program is I don’t trust APCHA.” Bektesh requested that staff define what “First right of refusal” meant. APCHA Attorney Smith explained to the Board what “first right of refusal” meant in these instances.
- Foster stated that people that got it, understood what the purpose of the program was and understood APCHA’s reasoning behind it. Some individuals were surprised because of how much APCHA could pay for these units.

- Bektesh stated that there is a lot of distrust with APCA, one of the fears is that APCA would undercut the price. How does APCA “promise” to the community that this will not occur.
- Mesriow stated that people will be upset no matter what because they do not make the decision on if the pilot program starts or not. Jacober suggested that staff hold another meeting with the residents.
- Gillen agreed that there should be another outreach session and there will not be a finalized program until we get all the information and have a policy to move forward with for approval.

CONTINUED DISCUSSION ON VOLUNTARY/INCENTIVIZE RIGHT-SIZING:

- Christensen brought back the proposed survey that will go out to all APCA owners to the Board. The Board discussed the survey and made a few additional edits to the document. Once in survey format, APCA will send to the Board to review prior to sending out to all owners.

APCHA BOARD OF DIRECTOR’S COMMENTS:

- Jacober is going to Grand Junction to meet with a mobile home developer who is making them for energy efficiency and sustainability. She urged the board to consider this when creating this program.
- Ward gave an update on the new Fire Fighter housing out by the North 40. They are having trouble filling the larger units. The complex has not yet received their CO.
- Bektesh appreciated staff mentioning the difficulty in renting the lower income category units. It is a problem to discuss later.
- Laughren stated that he was excited about the conversations that are going on right now on the Board.

EXECUTIVE SESSION: Mesriow made a motion to go into Executive Session to obtain legal advice from APCA’s Attorney and City of Aspen Attorney in accordance with CRS 24-6-402(4)(b) and (e), for a conference with the Authority’s and City of Aspen attorney for the purpose of receiving legal advice on specific legal questions for the legal case *The Centennial Owners’ Association v. APCA, et al, Case No. 2015CV030158-2*. The Board invited Jim True, Sara Ott, and Diane Foster into the Executive Session. Jacober seconded the motion. ROLL CALL VOTE: Jacober, Mesriow, Schmitz, Bektesh, and Ward voted yes. The APCA Board went into Executive Session at 5:38 p.m.

Ward made a motion to come out of Executive Session at 6:29 p.m., Jacober seconded the motion. ROLL CALL VOTE: Jacober, Schmitz, Mesriow, Bektesh, and Ward voted yes.

Ward made a motion to adjourn the meeting at 6:30 p.m.; Bektesh seconded the motion. ROLL CALL VOTE: Ward, Jacober, Mesriow, Schmitz, and Bektesh voted yes. Motion passed.

THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY

Carson Schmitz, Chairperson

Matthew Gillen, Secretary



MEMORANDUM

TO: APCHA Board of Directors

FROM: Andrew Miller, Business Analyst II

DATE OF MEETING: April 20, 2022

SUBJECT: 1st Quarter 2022 Review of HomeTrek Reports

The APCHA board will be provided the reports that are listed below on Tuesday of next week to review prior to the meeting on Wednesday.

The 1st Quarter of 2022 reports that will be discussed include the following:

- Approved/Denied Requalifications and new Qualifications
- Approved Sales Qualifications
- Number of New and Renewed Leases
- Number of Move-Outs in Quarter 1 of 2022
- APCHA Managed Rental Listings by Interest
- Created Maintenance Requests
- Number of Sales Listings bedrooms and category
- Number of bids by Bedroom
- Number of bids by Category
- Number of bids by Household Size
- Number of Lotteries held in the 1st quarter of 2022
- Winner Household by Unit Bedroom
- Winner by # of years of Work History within Pitkin County
- Sales Closing Dates by Category



MEMORANDUM

TO: APCHA Board of Directors

FROM: Cindy Christensen and Bethany Spitz

DATE OF MEETING: April 20, 2022

SUBJECT: Compliance Update

APCHA will provide a current snapshot of our compliance cases over the past 6 months. We will not be discussing the specifics of any of these cases.

There have been many cases where APCHA cannot establish that the individual is out of compliance despite an anonymous complaint(s). The APCHA Board has consistently provided direction that APCHA should not do bed checks. We are relying on people's conscious to do the right thing and answer our questions truthfully. If the Board would like to provide alternate direction, APCHA can look at hiring a private investigator to research some cases where the anonymous complaint states that the individual is not residing in the unit, but the Owner states they are and APCHA cannot find any documentation to show that they are out of compliance.

From October 1, 2021, to present there have been a total of 68 cases that APCHA has processed or is processing. There are currently ten open cases. There have been three units that have sold or are in the sales process due to compliance efforts in the last six months. More specific data will be presented at the Board meeting.

ACTION REQUESTED

No action required unless the Board would like staff to hire an investigator.