

AGENDA

APCHA Board Meeting

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

July 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: 891 6730 6027. Meeting password APCHA0720 (If calling in, the password is: 616042357)

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 June 1, 2022, Regular Meeting

4:25 – 5:30 **2nd Quarter HomeTrek Presentation – A Miller**

5:30 – 6:15 **Discussion on Increase of AMI Categories**

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

Adjourn

NEXT REGULAR MEETING: August 17, 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 July 20, 2022

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

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

- Continued discussion on Rightsizing/Tradedowns – Review of survey results
- Start discussion on Work Plan for 2023

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)

- 3rd Quarter HomeTrek update – A Miller

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

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

- Review of Draft Budget for 2023

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

Potential Discussion Items:

- CORE Home Energy Inspection Program



**MINUTES OF THE JUNE 1, 2022
REGULAR MEETING OF THE
ASPEN/PITKIN COUNTY HOUSING AUTHORITY**

CALL TO ORDER: Chairperson Carson Schmitz called the APCHA Board Meeting of June 1, 2022, to order at 4:00 p.m. The APCHA Board Meeting was held in person and through Zoom Meetings.

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

Staff Members in Attendance: Matthew Gillen, Executive Director; Diane Foster, Assistant City Manager; Cindy Christensen, Deputy Director Housing Operations and Property Management; Bethany Spitz, Deputy Director Housing and Compliance; 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.

- Bob Dillon made a public comment.

There being no more public comment, Schmitz closed the public comment section of the meeting.

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

- The Spanish Facebook live session was a success in addition to the Aspen Country Inn meet and greet.
- Executive Director Gillen asked the Board to move to one meeting for the remainder of the summer – one meeting in July (20th) and one in August (17th). The Board agreed.

CONSENT CALENDAR: Ward made a motion to approve the minutes of the May 18, 2022, Regular Meeting; Richards seconded the motion. **ROLL CALL VOTE:** Jacober, Richards, Ward, Schmitz and Bektish voted yes. **Motion passed.**

SECOND READING & PUBLIC HEARING ON RESOLUTION NO.03 (SERIS 2022) APPROVING REGULATION CHANGES: Schmitz opened the regular meeting to public hearing to comment on the potential Regulation changes. There being none, Schmitz closed the public hearing.

Kelly McNicholas-Kury entered the meeting at 4:32 p.m.

There were no Board comments. **Ward made a motion to approve Resolution No. 3 (Series of 2022), Adopting Amendments to the Aspen/Pitkin Employee Housing Regulations. Richards seconded the motion. ROLL CALL:** Schmitz, Jacober, Richards, Ward, and Bektish voted yes. **Motion passed.**

APCHA BOARD OF DIRECTOR'S COMMENTS:

- Richards commented on the potential priority system for Burlingame Phase III, giving individuals/households who work in the core priority. She stated that she is disappointed with the way the County is handling affordable housing.
- McNicholas-Kury stated that while Pitkin County have not directly assisted, they have hired staff and have found other avenues rather than a tax.

- Bektesh stated that there is a job fair this weekend and that APCHA should consider joining in.
- Ward stated there are a lot of businesses that serve the Aspen community that are not located in the core that should not be excluded just because of the location – the AABC is a good example.
- Mesirow stated that City Council should not start the battle of PitCO vs. the City and we should look around.
- Schmitz stated going down that path is the County is paying 50% of APCHA’s budget and Snowmass Village is not paying anything. It is an extremely complicated problem.

Ward made a motion to adjourn the meeting at 5:00 p.m.; Richards seconded the motion. ROLL CALL VOTE: Schmitz, Ward, Bektesh, McNicholas-Kury and Richards 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: July 20, 2022

SUBJECT: 2nd 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 2nd 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 2 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 2nd 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: APCA Board of Directors
FROM: Cindy Christensen and Bethany Spitz
DATE OF MEETING: July 20, 2022
SUBJECT: **Discussion on Income and Asset Categories**

Discussion:

1. What is Area Median Income (AMI)?

AMI is the midpoint of a region's income distribution, meaning that half of households in a region earn more than the median and half earn less than the median. A household's income is calculated by its gross income, which is the total income received before taxes and other payroll deductions.

Most affordable housing programs tie income categories to the Area Median Income (AMI). AMI is published annually by the Department of Housing and Urban Development (HUD) for each county. HUD uses the same methodology to establish AMI for all states, counties, and metropolitan areas in the country. HUD uses a combination of US Census, America Community Survey (ACS), and CPI information to update incomes and adjust for family size and for areas that have unusually high or low income-to-housing-cost relationships.

HUD publishes one AMI per county yearly, mid-spring for the preceding year. The AMI published represents 100% AMI for a 4-person household. HUD and state agencies (e.g. Colorado Housing and Finance Authority) use a standardized methodology to create 100% AMI figures for all household sizes from the published AMI.

2. Benefits of using AMI

Advantages of basing APCA Category incomes on AMI include:

- It is a highly reliable, trusted, and readily available data source;
- It is objective and updated annually by HUD;
- Reduces complexity and increases simplicity of system over time;
- Increases fairness because it more consistently maintains the relative affordability of Categories over time;
- Creates consistency with State (CHFA) and Federal housing programs (e.g. LIHTC Program) and multiple funding sources;
- Is used by peer communities and would allow Aspen to evaluate itself against similar programs; and
- Increases methodology consistency, uniformity, and transparency.



3. AMI Snapshot Colorado Counties – Household of 4 at 100%

Denver County	\$117,200
Eagle County	\$111,800
Pitkin County	\$108,000
Summit County	\$104,000
Garfield County	\$94,200
San Juan County	\$88,000
Mesa County	\$82,200
Delta County	\$82,200

If APCHA were to use the average of Pitkin, Eagle and Garfield Counties the number would be \$104,666. However, APCHA believes the AMI from Pitkin County, \$108,000 is the correct number to use to base the APCHA Income and Asset Categories.

4. Rationale for 10% Adjustment to Income and Asset Categories

APCHA currently uses a household of 4 at 100% to set the Income limits. APCHA believes a one-time 10% increased adjustment across the Board would be appropriate. This would apply at point of qualification for both rental and ownership. Please see Current and Proposed Charts below.

2022 Max Incomes - Current				
Cat 1	Cat 2	Cat 3	Cat 4	Cat 5
50% AMI	85% AMI	130% AMI	205% AMI	240% AMI
\$ 38,700	\$ 65,750	\$ 100,600	\$ 158,600	\$ 185,650
\$ 44,200	\$ 75,150	\$ 114,950	\$ 181,250	\$ 212,200
\$ 49,750	\$ 84,550	\$ 129,300	\$ 203,900	\$ 238,700
\$ 55,250	\$ 93,950	\$ 143,650	\$ 226,550	\$ 265,200
\$ 59,700	\$ 101,450	\$ 155,150	\$ 244,650	\$ 286,450
\$ 64,100	\$ 109,000	\$ 166,650	\$ 262,800	\$ 307,650

2022 Max Incomes – Proposed				
Cat 1	Cat 2	Cat 3	Cat 4	Cat 5
60% AMI	95% AMI	140% AMI	215% AMI	250% AMI
\$42,570.0	\$72,325.0	\$110,660.0	\$174,460.0	\$204,215.0
\$48,620.0	\$82,665.0	\$126,445.0	\$199,375.0	\$233,420.0
\$54,725.0	\$93,005.0	\$142,230.0	\$224,290.0	\$262,570.0
\$60,775.0	\$103,345.0	\$158,015.0	\$249,205.0	\$291,720.0
\$65,670.0	\$111,595.0	\$170,665.0	\$269,115.0	\$315,095.0
\$70,510.0	\$119,900.0	\$183,315.0	\$289,080.0	\$338,415.0

5. Who would this affect that is currently in the system?

This does not affect the LIHTC properties in any way. We do not have any authority to change those limits.

Based upon current approved households with sale applications in the APCHA system as of 6/28/2022 this would affect:

Number of application categories adjusted:	55
Adjusted from Category 2 to Category 1	10
Adjusted from Category 3 to Category 2	23
Adjusted from Category 4 to Category 3	15
Adjusted from Category 5 to Category 4	3
Adjusted from RO to Category 5	4

Total Current Approved Applications	330
Category 1 Approved Applications	25
Category 2 Approved Applications	84
Category 3 Approved Applications	106
Category 4 Approved Applications	76
Category 5 Approved Applications	17
Category RO Approved Applications	22

Percent of Applications Adjusted	16.6%
Percent of Applications Adjusted to Category 1	3.0%
Percent of Applications Adjusted to Category 2	7.0%
Percent of Applications Adjusted to Category 3	4.5%
Percent of Applications Adjusted to Category 4	0.9%
Percent of Applications Adjusted to Category 5	1.2%



Based upon current approved households with long term applications in the APCHA system as of 7/1/2022 this would affect:

Number of application categories adjusted:	70
Adjusted from Category 2 to Category 1	36
Adjusted from Category 3 to Category 2	23
Adjusted from Category 4 to Category 3	9
Adjusted from Category 5 to Category 4	2
Adjusted from RO to Category 5	0

Total Current Approved Applications	509
Category 1 Approved Applications	155
Category 2 Approved Applications	193
Category 3 Approved Applications	113
Category 4 Approved Applications	36
Category 5 Approved Applications	7
Category RO Approved Applications	5

Percent of Applications Adjusted	13.8%
Percent of Applications Adjusted to Category 1	7.1%
Percent of Applications Adjusted to Category 2	4.5%
Percent of Applications Adjusted to Category 3	1.8%
Percent of Applications Adjusted to Category 4	0.4%
Percent of Applications Adjusted to Category 5	0.0%

6. How would this apply to requalification's from a rental perspective?

APCHA recommends reverting the requalification allowable income limit to 120% from 150% if this change is advanced by the Board. This adjustment would have a comparable effect on the adjustment to 150% that was approved by the Board in June.

RECOMMENDATION: Provide further direction to staff as to whether to bring this back for a first reading.