



**MINUTES OF THE FEBRUARY 2, 2022  
MEETING OF THE  
ASPEN/PITKIN COUNTY HOUSING AUTHORITY**

**CALL TO ORDER:** Chairperson Carson Schmitz called the APCHA Board Meeting of February 2, 2022, to order at 4:00 p.m. The APCHA Board Meeting was held through Zoom Meetings.

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

Staff Members in Attendance: Matthew Gillen, Executive Director; Diane Foster, Assistant City Manager; Cindy Christensen, Deputy Director; Bethany Spitz, Compliance, Policy and Systems Manager; Andrew Miller; Business Analysis I; Madelene Feder, Administrative Assistant II; and Tom Smith, legal counsel for the APCHA Board.

**PUBLIC COMMENT:** Chairman 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:

- 16 Ajax Avenue – APCHA met with Alpine Bank on this property and will continue to work with them to get the matter solved. Just a reminder that neither APCHA nor Alpine Bank own this property.
- Deputy Director Christensen provided an update on rental and sales listings to the Board. Also that 2021 W2s and end-of-year profit and loss statements are due to APCHA starting February 1, 2022. They are required to bid on any new unit that comes up for sale and any packet turned in.

**CONSENT CALENDAR:** Director McNicholas-Kury made a motion to approve the Minutes of the Regular Meeting held January 19, 2022. Director Richards seconded the motion. **ROLL CALL VOTE:** Directors McNicholas-Kury, Richards, Schmitz, Bektesh, and Ward voted yes. Motion passed.

**QUARTERLY UPDATE:** Andrew Miller gave an update to the Board on reports from HomeTrek for Quarter 4, 2021. You can visit [www.apchahometrek.org](http://www.apchahometrek.org) or [www.apcha.org](http://www.apcha.org) to view the report.

**UPDATE ON COMMUNICATIONS PLAN AND STRATEGY:** Executive Director Gillen gave an update to the Board on APCHA's communications plan and future items they are looking to do for 2022.

- APCHA has reactivated their Facebook and Twitter accounts (find on Facebook at Aspen Pitkin County Housing Authority). APCHA will be starting off with what they can manage as of now with the full intention to broaden the communications in the future. Staff hopes to start with monthly Q&A sessions on specific topics, weekly updates, etc.
- Director Richards stated that she wants to see more of our communications go out in Spanish as well as English. Executive Director Gillen stated that is APCHA's goal.

**CRITERIA ON ENTERING INTO A NEW DEED RESTRICTION:** Christensen stated that staff has narrowed the criteria down to two for requesting to sign a new deed restriction.

- The updated criteria are: 1) At least 10 years of ownership in the unit; and 2) must be in good standing with their HOA.
- Richards and McNicholas-Kury expressed their concern about the financial health of the HOA and should it play into the criteria. Christensen stated that is a conversation that needs to happen however, one owner does not control a HOA as it is all owners.
- Schmitz stated that there are a lot of owners that update their homes, using their own money knowing they won't get credit for it and the Board should not make that harder for them.
- Bektesh stated that on October 20<sup>th</sup> the Board passed additional language on what can be added as credit for capital improvements for energy efficiency. In addition, the 10 years suggests that you may have bought the unit in good condition.
- Richards requested staff make it very clear on what is considered a capital improvement and when an owner can get credit for versus a repair or replacement item.
- Mesirow stated that the pros for this would be that people would be able to get credit for any "green" capital improvement they do and a new 10%. Mesirow suggested the use of CORE and the grants that it provides for energy efficient items.
- The Board agreed to the criteria presented by staff to go under a new deed restriction.

**HISTORY ON PVIOUS DISCUSSION ON VOLUNTARY/INCENTIVIZE RIGHT-SIZING:** This item will be brought back to the next Board meeting

**APCHA BOARD OF DIRECTOR'S COMMENTS:**

- Richards stated that City Council will be reviewing the housing strategic plan soon.
- Bektesh stated that she appreciated the presentations and updates provided by Gillen and Miller and suggested that the new deed restriction could be APCHA's first Facebook live discussion.
- Ward stated that he is interested in what will come up in relation to the Facebook Live discussions. That there are highly energetic people that would love to help with housing issues.
- Mesirow also mentioned the housing strategic plan discussion with City Council on February 8. The plan is extremely ambitious but achievable. Also, that the City Council is moving forward with very aggressive issues – the moratorium, short-term rentals, housing development, and would like input from the Board.
- Schmitz stated that he is looking forward to the trade down discussion.

**Director Richards made a motion to adjourn the meeting at 6:18 p.m. Director McNicholas-Kury seconded the motion. ROLL CALL VOTE: Ward, Schmitz, Richards, Bektesh and McNicholas-Kury voted yes. Motion passed.**

THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY




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Carson Schmitz, Chairperson




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Matthew Gillen, Secretary