



**MINUTES OF THE APRIL 7, 2021
REGULAR MEETING OF THE
ASPEN/PITKIN COUNTY HOUSING AUTHORITY**

Skippy Mesirow opened the session and conducted a centering technique for the Board members who opted to participate.

CALL TO ORDER: Skippy Mesirow, Chairperson, called the Regular Meeting to order at 5:00 p.m. The April 7, 2021 Regular Meeting was held through Zoom Meetings.

ROLL CALL: Skippy Mesirow, Kelly McNicholas-Kury, Carson Schmitz, John Ward, Rick Head, alternatives Francie Jacober, David Laughren, and Rachael Richards were present.

Staff Members in Attendance: Diane Foster, Assistant City Manager, and Interim Executive Director; Cindy Christensen, Deputy Director; Bethany Spitz, Compliance, Systems & Policy Manager; Maddie Feder, Administrative Assistant II; and Tom Smith, APCHA Board Attorney.

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

Executive Session: Director Head made a motion to go into Executive Session to obtain legal advice from APCHA's Attorney in accordance with CRS 24-6-402(4)(b), for a conference with the Authority's attorney for the purpose of receiving legal advice on specific legal questions for the legal case *The Centennial Owners' Association v. APCHA, et al, Case No. 2015CV030158-2; APCHA v. Mulcahy, 2015CV30150; APCHA v. Mulcahy, 2021CV3000; Mulcahy v. APCHA, 18-cv-01918*, Director McNicholas-Kury seconded the motion. Attorney Smith reiterated that the Executive Session is in accordance with the Colorado Open Meetings law, therefore, this Executive Session does not need to be recorded because it is solely for the purpose of privileged attorney-client communications. **ROLL CALL VOTE: Schmitz, Head, Ward, Mesirow and McNicholas-Kury voted yes. Motion passed. The Board went into an Executive Session at 5:15 p.m.**

Head made a motion to come out of Executive Session at 6:10 p.m.; McNicholas-Kury seconded the motion.

ROLL CALL VOTE: Schmitz, Head, Ward, Mesirow and McNicholas-Kury voted yes. Motion passed. John Ward left the meeting at 6:10 p.m.

EXECUTIVE DIRECTOR COMMENTS: Interim Executive Director Foster updated the Board on the following:

- Executive Director Recruitment - Narrowed the group down to 6 potential candidates, the virtual interviews will start next week.
- Re-qualifications during COVID – As of right now there have not been any cases we have run into where it has been an issue.
- APCA Policy Survey Results: Each result will be brought back to the Board when it is time to review the proposed Regulation change.
 - Director Head stated that he doesn't believe that 148 total responses are a good enough sample size. Foster responded that you may not get a ton of responses until the Board starts looking at that Regulation change and how it may change.
- HomeTrek Trademark – APCA was approved for the HomeTrek Trademark and will be added to the HomeTrek Website next week.

CONSENT CALENDAR: Director Head made a motion to approve the Minutes of March 17, 2021 as submitted; Director McNicholas-Kury seconded the motion. **ROLL CALL VOTE:** Directors Schmitz, McNicholas-Kury, Mesirow, Laughren and Head voted yes. Motion passed.

STANDARDS FOR SELLERS TO OBTAIN MAXIMUM SALES PRICE:

- Foster started the presentation on sellers' standards. The first proposal is the Pilot Inspection program, with the "Straw Man" proposal after that. Foster went into detail about the first proposal, but the second will be discussed during the next Board Meeting. This presentation is included in this Board meetings minutes for further details on each proposal. The Board believed that these proposals are a good place to start and was impressed by the work.

BOARD COMMENTS:

- Director Richards stated that it is hard to say whether the Biden infrastructure Bill will pass or when. However, right now they are promising a lot of money for reforming older affordable housing, energy efficient upgrades, and lots more. When these dollars are allocated for recovery, "shovel ready" projects tend to win out because they want to have that money spent and into circulation. Richards stated that she is unsure who to keep in touch with, in relation to housing grants to pull down some Federal money, but this change is only going to go around once or twice.
- Director McNicholas-Kury echoed on what Richards stated. She illustrated that the State stimulus money for housing is proposed for \$90 million, new State funding that was passed last year could be \$40 million, and the Division of Housing is expected to get \$267 million in Federal stimulus. McNicholas-Kury suggested a minor potential program to stick in APCA's future files would be APCA, as a property manager, considering reporting credits for APCA owned properties. This came up on her horizon because of legislation that is being considered.

Director Head made a motion to adjourn at 7:05 p.m. Director McNicholas-Kury seconded the motion. **ROLL CALL VOTE:** Head, Schmitz, McNicholas-Kury, Mesirow, and Laughren were in favor. Meeting adjourned at 7:05 p.m.

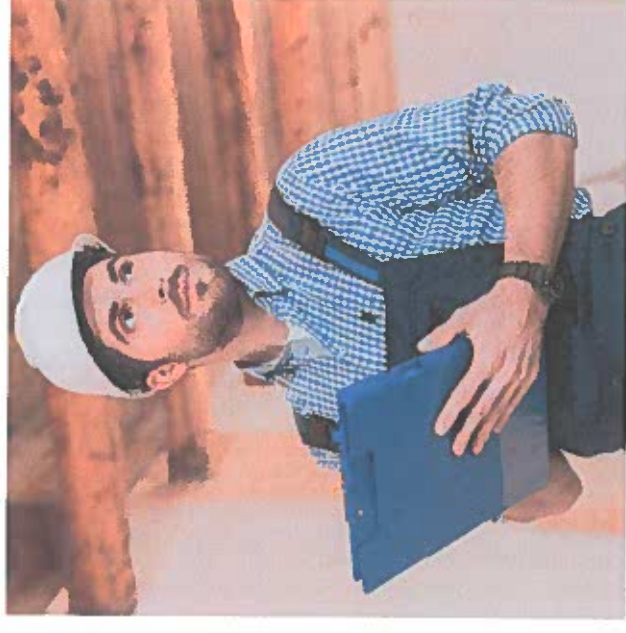
THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY


Skippy Mesirow, Chairperson


Diane Foster, Secretary

Pilot Inspection Program

- **Program Goal:**
 - Begin to understand capital improvement needs
- **Target Timing:**
 - 100 inspections in 2021
 - More in later years, if funding available
- **Estimated cost:** \$40,000 in 2021



Target Properties

- Ownership, Category units only; no RO units
- No employer-owned units
- No townhomes, no condos
- Freestanding single-family properties
 - Minimum home age 20 years
 - 20 manufactured or mobile homes



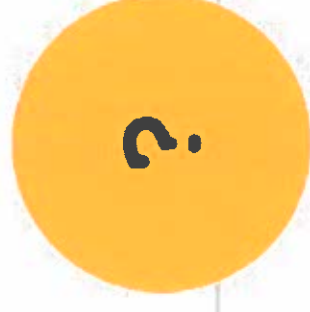
How Pilot Program would work

Does not apply to capital improvements covered by a HOA

1. APCHA issues RFQ for Home Inspectors & selects them
2. Offer of APCHA-funded inspection made to owners of qualifying properties
 - a) First come, first serve for qualified properties
 - b) Free Inspection
 - c) Homeowner & APCHA receive copy of report
 - d) While all data/reports subject to CORA, APCHA will only present data to the APCHA Board in aggregate
 - e) Data from inspection reports will assist the APCHA Board & staff in developing policy
3. Could consider add alternate of home energy inspection

Next Steps: Pilot Inspection Program

- Any clarifying questions?
- Feedback: To allow time for the next item, please email feedback to APCHA staff by Monday, April 12



Clarifying Questions

Section 2

Sellers Standards/ Addressing capital needs of individual ownership units

Does not apply to capital improvements covered by a Homeowner's Association

Straw-man Proposal: Capital Improvements

Step 1: Add Inspection by licensed Inspector

- a) Seller Inspection: APCHA pays
- b) Owner considering improving improvements: APCHA pays half



Step 2:

- a) Inspector determines capital improvements needed
- b) Inspector & new APCHA Capital Improvement Program Coordinator work together to estimate cost of improvements

Straw-man Proposal: Capital Improvements



Step 3: Who pays for Improvements?

a) Sellers:

- >50% of improvements deducted from maximum sale price w/floor of initial purchase price + 1% /year
- >50% added to the sales price

b) Owners who decide to get inspected

- and WANT to make improvements: 50% of required improvements will be added to the list of capital improvements made to the home and will depreciate at one half of the rate of the normal depreciation schedule. No dollar limit.



Straw-man Proposal: Capital Improvements

Step 4: Make Improvements

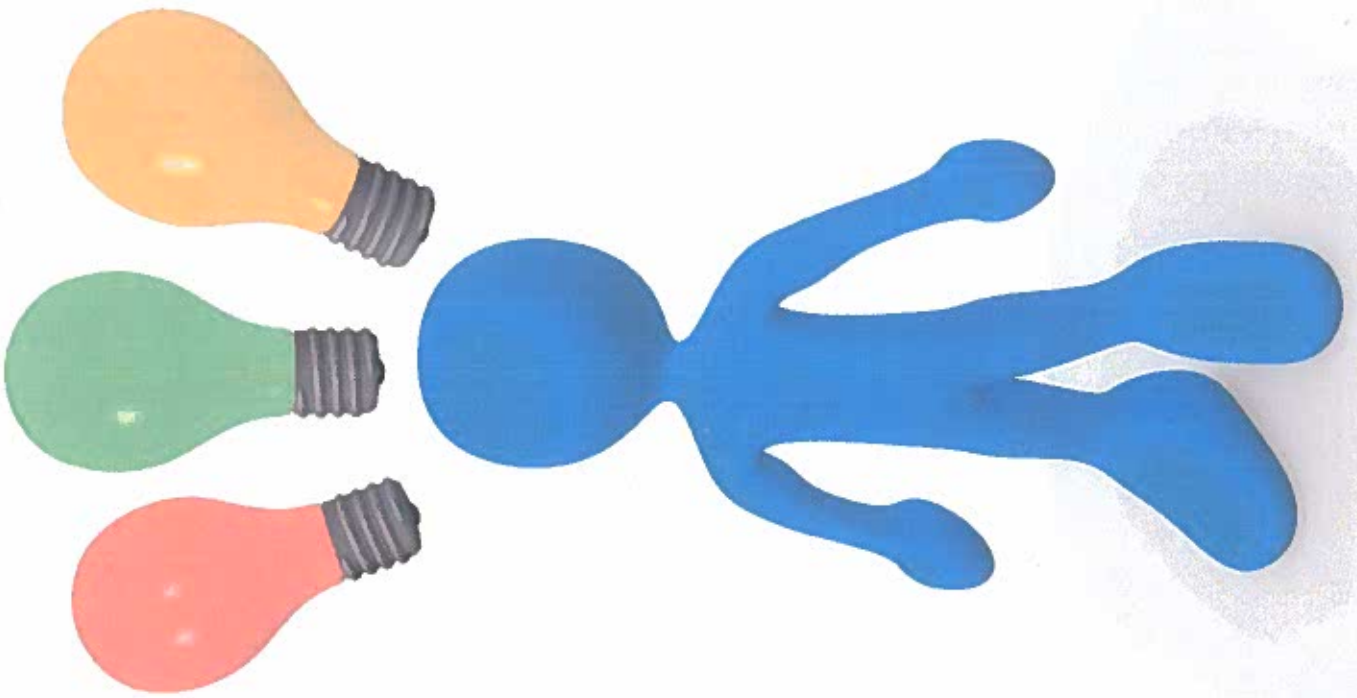
- Identify, hire & pay for contractors to perform the inspector-determined capital improvements required, if contractor estimate is comparable to the estimate developed by Inspector & APCHA Capital Improvement Program Coordinator
- OR**
- Choose from a list of APCHA-qualified contractors who are willing to provide repairs for owners of deed restricted properties at a slightly reduced rate

Step 5: Update Deed Restriction



Straw-man Proposal: Alternatives

Topic/Issue	Column A	Column B	Column C	Column D
Required home inspection prior to sale	APCHA contracts w/ a pool of local home inspectors; APCHA pays the inspector. Seller, Buyer and APCHA receive a copy of the inspection report	Seller and Buyer agree upon an inspector to hire. Seller and Buyer split the cost of the inspection report	APCHA hires dedicated home inspector to be an APCHA staff member	Other idea?
Estimating cost to complete capital improvements deemed necessary by the inspector	Seller required to get two bids for the work; bids to be reviewed by new APCHA staff member experienced in residential construction. Bids would be averaged if greater than 20% difference.	APCHA contracts with an outside firm that can provide estimates (not sure if this type of firm exists in the Valley)	APCHA hires a staff member experienced in estimating	Other idea?
Who pays for capital improvements deemed necessary by an inspector?	50% of the inspector-required capital improvements deducted from the maximum sale price (w/a floor of seller initial purchase price plus 1% per year) AND 50% of capital required improvements added to the home purchase price	100% of the inspector-required capital improvements deducted from the maximum sale price with no floor	Work with local lenders to develop a second mortgage program to support capital improvements	APCHA purchases the property for the maximum resale value minus the estimated cost of the capital improvements deemed necessary by the inspector and APCHA Maintenance staff make the improvements
Finding a contractor to perform a repair on a deed restricted unit can be difficult and/or expensive	Develop a pool of qualified contractors who are willing to provide lower cost repairs for owners of deed restricted properties	City or County Department/ staff that performs at-cost capital improvements for owners of deed restricted properties	Add staff to APCHA's Maintenance team that can perform at-cost capital improvements for owners of deed restricted properties	Other idea?



20+ years old single family homes

- Smuggler Run has 17 (although 2 are now homes) and Woody Creek has 58 (although some of these homes are stick-built now). Most of these are over 20 years old.
- 31 single-family homes up at Five Trees (31) and they were built 2000.
- Aspen Highlands Village has 5 built in 2001.
- Burlingame has 11 but they are newer (built around 2008/2009).
- Juan Street has 2 built in 1995.
- Oh-Be-Joyful has 5 built in 1993.
- One off of Tiehack built in 1996.
- Williams Ranch has 15 (which most of these are RO) built around 1996.
- Trainor's Landing has 3 RO homes built around 2003.
- Twin Ridge has 13 built in 1991.
- W/J Ranch 63 with 36 RO; 27 are Category 4 and were panaboats and were built in the 1980's.