



**MINUTES OF THE AUGUST 18, 2021  
REGULAR MEETING OF THE  
ASPEN/PITKIN COUNTY HOUSING AUTHORITY**

**CALL TO ORDER:** Chairperson Skippy Mesirow called the Regular Meeting to order at 5:00 p.m. The August 18, 2021 Regular Meeting was held in person and through Zoom Meetings.

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

**Staff Members in Attendance:** Diane Foster, Interim Executive Director; Cindy Christensen, Deputy Director; Nicole Morehead, Administrative Assistant II; and Maddie Feder, Administrative Assistant II.

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

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

- The BBQ – Thanked everyone for coming to the BBQ.
- APCHA Budget – Staff will present the 2022 budget to the Board in September for review.
- Home Inspections – Staff had a great conversation with Director Jacober’s son, a contractor, who provided staff with advice about the capital repairs program, hiring a project manager, etc.
- HomeTrek and ReVision – Foster stated that with HomeTrek there are significant licensing costs. APCHA just finished a proof-of-concept project with ReVision on how to lower these annual costs. Their proposal could save around \$80,000 in licensing costs yearly. This project would not be completed until sometime in 2022

**CONSENT CALENDAR:** Director Richards made a motion to approve the Minutes of the Special Meeting held July 28, 2021 and the Settlement Agreement between Trek Bicycle Corporation and the Aspen/Pitkin County Housing Authority. Director Head seconded the motion. **ROLL CALL VOTE:** Directors Laughren, Jacober, Richards, Head voted yes. Motion passed.

Director Richards asked if there is a possibility that we do a public demo of HomeTrek. Foster stated that they can work on it.

**1<sup>st</sup> READING RESOLUTION NO. 06 (SERIES 2021), AMENDMENTS TO THE APCHA EMPLOYEE HOUSING REGULATIONS:**

- Removal of Special Review Regulations:
  - The Board agreed to move this to Second Reading.
- Transfers outside the bid process:
  - The Board agreed to move this to Second Reading.
- Limiting applications to only bid one category – allowing any household the ability to bid in their category or up one:
  - The Board agreed to move this to Second Reading.

- Modification of Retirement and Disability Work History: Requiring at least a ten-year work history of full-time work in Pitkin County immediately prior to retirement age. Disability remained the same at four years.
  - The Board agreed to take this to Second Reading.
- Death of a Qualified Employee:
  - The Board agreed to move this to second reading.
- Leave of Absents Requests: If an owner's HOA will not approve, directs them to the Hearing Officer.
  - The Board agreed to take this to second reading.

**Director Richards made a motion to approve Resolution No. 06 (Series 2021), Amendments to the APCA Employee Housing Regulations, at 1<sup>st</sup> Reading and move to 2<sup>nd</sup> Reading and Public Hearing on September 1, 2021; Director Laughren seconded the motion. ROLL CALL VOTE: Richards, Laughren, Head and Jacober voted yes. Motion passed.**

**DRAFT WORK PLAN DISCUSSION**

- Foster started the presentation on the 2021/2022 Work Plan. She updated the Board on what APCA has accomplished in 2021 and what staff still needs to do. Most items on the list have either been started or completed. Task E and F still need to be completed by Staff. Chair Mesirow suggested that the work plan become a living document that lives on the website for the public to view. The Board agreed. Foster stated that a work plan doesn't have everything APCA does, it shows what is new. Director Richards suggested getting statistics on what happens on a daily basis at APCA, for example number of packets provided, phone calls, etc. Director Jacober agreed. The Board agreed to remove APCA Fee Study from the 2022 Work Plan. Director Richards suggested doing ads and packets in Spanish as well as English. Richards requested that APCA reach out to the Latino community to get the word out when a unit is available. Richards suggested a name change of Capital Repairs because of the similar meaning to HOA Capital Reserves. Laughren stated that he believes and agrees with the rest of the Board that the HOA Capital Reserves, is probably one of the most important things we can do.

Head left the meeting at 5:50 p.m.

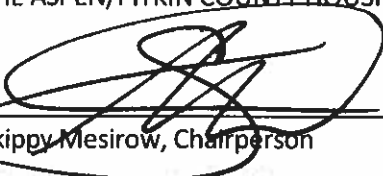
**DISCUSSION OF REVISED DEED RESTRICTION** – The Board directed staff to bring this back at the next meeting to be held September 1, 2021.

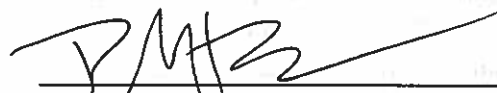
**APCHA BOARD OF DIRECTOR'S COMMENTS**

- There were no Board comments.

**Director Richards made a motion to adjourn the meeting at 6:25 p.m. and Director Laughren seconded the motion. ROLL CALL VOTE: Laughren, Jacober and Richards were in favor. Motion passed. Meeting adjourned at 6:25 p.m.**

THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY

  
 \_\_\_\_\_  
 Skippy Mesirow, Chairperson

  
 \_\_\_\_\_  
 Diane Foster, Secretary