



BOARD OF DIRECTORS
Monthly Meeting

June 6, 2022

ReStore Northeast
6250 Tutt Boulevard, Conference Room

also offered virtually via [Zoom](#)

AGENDA
PPHFH BOARD OF DIRECTORS
ReStore Northeast Conference Room
(6250 Tutt Blvd)
also offered virtually via [Zoom](#)

June 6, 2022
5:45-6:45 pm

- 5:45-5:47** **CALL TO ORDER**, Ryan Panariso
- 5:47-5:57** **OPENING DEVOTIONS**, Eric Stolp
- 5:57- 6:00** **APPROVAL OF MAY 2, 2022 MEETING MINUTES***, Ryan Panariso (**Vote**)

6:00 – 6:45 **ITEMS REQUIRING DISCUSSION AND/OR VOTE**

- Election of Board members – **Ryan Teeples**
 - New Board member **vote**: Mr. Paul Hasty and Mr. Tye Tutt (CVs* provided in Board packet)
 - Mr. Joe DesJardin to be **ratified** as Board member
 - **Vote** for third term for Mr. Ryan Mohling, Mr. Ryan Panariso, and Mr. Chuck Smith
 - **Vote** for officer slate: Mr. Ryan Panariso (President), Mr. Eric Stolp (Vice President), Mr. Rob Giunta (Treasurer), Ms. Janna Mulder (Secretary), Mr. Peter Hilts (At Large), Mr. Ryan Mohling (At Large)
- Presentation and approval of Letter of Intent* to purchase land from Living Hope Covenant Church - **Joe DesJardin (Vote)**
- Approval of refinancing Line of Credit* – **Ryan Panariso** (*Mr. Panariso will recuse himself from voting*) (**Vote**)
- Upcoming Fiscal Year Budget review and approval* – **Rob Giunta (Vote)**
- Approval of FY23-FY25 Strategic Plan* – **Ryan Panariso (Vote)**

ITEMS OF NOTE

- New-member Board Orientation will be held at 1:30 p.m. on Wednesday, August 3rd at PPHFH Business Office (2802 N. Prospect Street), preceded by an optional lunch at 12:30 p.m.
- With 67% of the vote (9 respondents), the Home Dedication for the Board-sponsored home of Ms. Tierney will be held at 10:00 a.m. on Friday, August 26th
- May 13th Board Build at construction site: 3 members attended in the morning and 2 attended in the afternoon; lunch was provided for Board and core volunteers. The next Board Build will be held at the job site on Saturday, July 30th.
- Summary of 2022 Board Self-Assessment* can be found in the Board packet
- The Annual Board Calendar* reflecting 6 meetings/year is included in the Board packet

RESPECTFUL REQUESTS TO THE BOARD: Could you please...

- Send out thank you notes, if not done so already.
- RSVP for The Ridge at Sand Creek Community Celebration by **COB, Friday (June 3)**. Event to be held on Friday, June 17, 11:45 a.m. – 1:00 p.m.
- 43% of Board members have completed the Safeguarding training. Please complete by July 31st.

Board Minutes

Board Members	Present?	Staff and Guests	Present?
Jay Carlson	Z	Kris Lewis, <i>Executive Director/CEO</i>	Y
Joe DesJardin	Y	Karla Probert, <i>Executive Assistant to the ED/CEO</i>	Y
Rob Giunta, <i>Treasurer</i>	Y		
Joel Hamilton	Z		
Peter Hilts	Z		
Martha Johnson	A	GUESTS:	
Ryan Mohling	Y	Paul Hasty, prospective Board member	Y
Janna Mulder, <i>Secretary</i>	Z		
Ryan Panariso, <i>President</i>	Y		
Chuck Smith	Y		
Eric Stolp, <i>Vice President</i>	Z		
Ryan Teeples	Z		
Candy Vandenberg	Z		
Bill Wall	Y		

CALL TO ORDER: The May 2, 2022 meeting of the PPHFH Board of Directors was called order at 5:47 by Mr. Ryan Panariso, president.

OPENING PRAYER & DEVO: Mr. Rob Giunta led devotions and opened in prayer.

APPROVAL OF MINUTES: Motion made and seconded, and it was passed to approve the April 4, 2022 minutes as presented.

ITEMS REQUIRING DISCUSSION AND/OR VOTE:

Update from Chloe: Chloe presented tithe recommendations. She gave updates on Nepal & Ivory Coast. There was a recommendation to give to Uganda and Bangladesh, which would be new additions. Recommendation also to continue current tithe percentages to Orphans & Vulnerable Groups Fund, as well as the Disaster Relief Fund.

Update from the Finance Committee: Mr. Rob Giunta presented paying off the RSS mortgage. A vote will take place.

Update from the Governance Committee: Mr. Ryan Teeples gave an update on recruitment for the Board of Directors and for Executive Committee.

General Information: Safeguard training required by Board, staff, volunteers by the end of July. Self-assessment due by May 10, 2022. Kris will be out of town May 11-23 and June 2-10, though she will attend the June 6 Board Meeting.

Meeting adjourned at 6:35 p.m.

Items for Discussion/Vote

Paul R. Hasty
4440 Lincoln Plaza Drive
Colorado Springs. CO 80911
(719)-661-8600
E-mail PaulHasty@mail.com

AREAS OF EXPERTISE:

- Helpdesk Supervisor/Network Admin.; Reported to IT Manager. Supervised 10-15 engineers and technicians to include training, performance review, counseling, and development. Developed call center to receive customer requests and ensure superior customer service. Maintained department budget to include payroll, equipment and training.
- Hardware: A+, Networking (2500 NODES), CISCO (Recent Grad.)
- Software: Operating Systems (Windows 9X, 2000, ME, XP), DOS, Microsoft Office Suite, Microsoft Certified Professional, Microsoft Certified Systems Engineer Trained, and HTML
- Excellent communications, training, public speaking, interpersonal, conflict, problem-solving, and organizational skills.

EDUCATION:

- B.S. Business Management, New Hampshire College, Manchester, NH
- Cisco CCNP Pikes Peak Community College
- Executrain Certified Technical Computer Training

WORK EXPERIENCE - Current:

Owner/President of Tint Technologies June 2005 thru Present

Operate window tint business for over 17 years.

Tint Technologies has been in business for over 17 years improving homes, offices, and cars up and down the Front Range. "We protect both people and property from the damage that the sun can cause – which can be quite extensive," says The Tint Professor, who works with homeowners, commercial landlords, and most of the major new car dealers in the Denver Metro and Colorado Springs areas.

WORK EXPERIENCE - Historic:

Contract Driver

June 2002-2005

General Contact Services

Transport Vehicles

Tye Tutt

Biographical Highlights

Owner/president of Tutt Service Enterprise LLC – civil contractor and manager since January 2021

- Provide services for developers and water utilities. (Anything related to movement of water.)

Director of Construction Nor'wood Development 2016-January 2021

Professional and Civic Involvement

- Licensed professional engineer and Contractor A licensed contractor
- HBA CS Board of director member - currently
- Board of UC Health Grandview Hospital - currently
- Past Colorado Springs School Board of Trustees
- Volunteer with PPHFH
 - 2003- present
 - ReStore South – electrical work, telephones, computer
 - Construction Committee 2013-2016
 - Site Selection Committee 2016 - present
 - Board Member 2013-2019
 - Board Member (applicant) 2022-

Proposal to Issue Letter of Intent

NOT FOR PUBLIC DISTRIBUTION

On May 31, 2022 the PPHFH Site Selection Committee met and made the recommendation that the PPHFH Board of Directors approve a Letter of Intent to perform due diligence and acquire approximately 3 acres of developable raw land from Living Hope Covenant Church, located at 6750 N Union Blvd, Colorado Springs, CO.

OVERVIEW:

It is PPHFH's intent to develop 20-23 single family lots and build single family homes, improve parking and roadway access for the church congregants

Steps taken to date:

- Site has been walked with Living Hope Covenant Church Interim Pastor, Joe DesJardin, and Kris Lewis
- Initial meetings between PPHFH and City Planner and City Community Development Division held
- Both departments are supportive of this development and no significant identified development issues noted at this time.
- City Planner initial request is lot sizes be 4,000 ft sq, streamline road entrance to church, protect creek trailway
- The site is located in School District 20

Next Steps:

1. Costs to acquire and develop the land to be determined after initial surveying completed;
2. Title Errors and Omission review to be completed with particular note of property's legal description and any existing deed restrictions;
3. Meeting with the church leadership to discuss possible neighborhood layout, common areas of development and costs, PPHFH home construction costs, and hear church leadership's price point and address any development questions.
4. Once above is completed and church leadership authorizes moving to next step, then Site Selection Committee will be able to calculate more specific acquisition and development costs to determine cost feasibility. Costs will be presented to PPHFH Finance Committee and Executive Committee.
5. Upon determining costs, Site Selection to meet with Church Leadership and discuss if both parties are still interested in moving forward.
6. If both parties agree to move forward to develop the land and build single family homes, a vote will be taken by the PPHFH board of directors authorizing acquisition contract.
7. It is estimated to take two years to develop the land to be "build ready" from time a contract is negotiated and signed.



May 17, 2022

Pikes Peak Habitat for Humanity, Inc
Attn. Stephanie Campbell
2802 N. Prospect Street
Colorado Springs CO 80907

Dear Ms. Campbell:

ANB Bank is pleased to provide this letter of interest for a real estate-secured line of credit for Pikes Peak Habitat for Humanity, Inc.

The summary of the terms below is for discussion purposes only, and does not represent a binding agreement, promise, offer, or commitment from ANB Bank. All terms and provisions described in this letter, including, without limitation, any interest rate, are subject to change. Formal loan commitment is subject to underwriting, valuation of collateral, and ANB loan committee approval.

BORROWER(S): Pikes Peak Habitat for Humanity, Inc.
GUARANTOR(S): N/A (no personal recourse).
PURPOSE: Line of credit for acquisition of land.
INTEREST RATES: Fixed at 4.25%.
AMOUNT: Up to \$2,500,000. Loan amount will be limited to 65% of the as-is appraised value of the collateral.
TERM: 36 months.
ORIGINATION FEE: 0.25% of the loan amount.
OTHER COSTS: Borrower to pay for appraisal, title insurance, settlement, etc.
COLLATERAL: 1st DOT on property at 411 & 425 S Wahsatch Ave, also known as Restore I.

Other standard covenants to be included, as applicable.

Thank you for the opportunity to present this preliminary credit proposal to you. We are confident ANB Bank will provide the service and expertise to meet all of your needs. We look forward to working with you.

ANB Bank

Scott McBride
Vice President- Commercial Lending
719-381-5605
Scott.McBride@ANBBank.com



Pikes Peak Habitat for Humanity FY23 Preliminary P&L Budget Highlights

Revenue:

RSNE is currently hitting the three year projected revenue and RSS revenue continues to be steady with CY history.

Development's individual contributions and corporate plan includes two Adopt-A-Day's a month, year-end campaign(s), NL's, various event sponsorships, and BOD pledges.

FY23 grants include an increase from HFHCO, Silver Key, and Home Funds.

Sale of three (3) mortgages through Habitat Colorado's program at discount less than 2%. Which is 75% of the 5 loans budgeted to close in FY23.

Potential PPHFH homeowner payoff/sale(s) and 3rd party payoff discount is expected in FY23. Current history has been 1 - 3 homeowners paying off their 1st mtg (at various amounts).

Decrease in dividend's due the to market fluctuation and lower rates.

Expenses/CIP:

Construction, wages, benefits, and insurance(s) continue to be the largest budget line items.

Closing on five (5) constructed homes, pulling permits/starting construction on five (5) additional lots, and completing 10 Critical Home Repairs (CHR).

Continued increase in cost of homes sold is due to the rising material cost and adding a single-car garage.

FY23 increase in cost of repairs is due to completing 10 Critical Home Repairs (CHR) vs PY of three.

New hires included in this budget consists of: Home Repair Supervisor, Construction Asst., Homeowner Services Coordinator, and Communications Manager.

All positions across the affiliate have been reviewed for necessity and positive impact for current stabilization and future growth. All positions in the FY23 budget are determined necessary. Removing lower level positions will harm director level as all directors and managers are working more than 40 hours per week consistently to keep current projects on line and launching future projects, such as planned giving and expanded social media, accounting to support two stores. As of June 2020 the outsourcing of loan servicing continues to support HOS's.

Potential Risks & plans to address shortfalls:

Any revenue or donations that don't come in as planned, due to unforeseen circumstances, then all expenses and homes being built will be reviewed by the directors to create an alternative plan to stay within the approved budget.

Selling 100% of the FY23 mortgages to address pitfalls arising from donation shortfalls or continued escalating construction costs.

Pikes Peak Habitat for Humanity FY23 Preliminary Budget General Information

What is the estimated value of the 3 mortgages to be sold?

RF231 @ \$200,000

SC908 @ \$195,000

SC5314 # \$190,000

Note: this line item are loan/mortgages that will be sold & cash that will be received from the loan/mortgage sale(s).

What is the average construction cost and sales price per home?

Going forward for FY23, now that we have the appraised value of \$70k/developed lot (which includes the \$25,000/lot development fee), "the average cost to build a 3-bedroom home at Sand Creek is \$300,000."

Estimated sales price per home:

SC892 @ \$290,000

SC5313 @ \$300,000

SC5321 @ \$300,000

SC5329 @ \$320,000

SC884 @ \$300,000

What is the % increase for staff wages and benefits over FY22?

Wage increase varies due to the results of the compensation survey.

Increase in FY23 of wages/benefits/taxes is \$481,095 - 22%

What are the primary construction materials increasing and at what % over FY22

Construction material (OSB and framing lumber/trusses/drywall/windows/doors/foundation/etc.) continue to increase. An overall average of 25% - 30% was used to calculate the cost of the materials for the FY23 budget.

Estimated average CHR repair per home cost:

CHR 10 @ \$9,500 (offset with the grant from Silver Key)

ReStore Northeast Loan:

Both P&I payments are included in the FY23 budget. Interest rate is 3.98%.

Pikes Peak Habitat for Humanity
P&L - FY23 Budget Summary
 For Fiscal Year Ending June 30, 2023

	Admin	Strategic Partnerships	Mortgage Activity	ReStore South	ReStore Northeast	Programs	FY23 Total	FY22 Budget Total	FY22 Yr End Projection	Variance Notes
Insurance	11,672	14,561		74,298	58,245	44,354	203,129	185,089	166,423	FY23 budget covers the annual increase for the yearly insurance plans (liability/E&O/auto and workers comp) increases and the ReStore2.
Loan Interest				6,000	128,162	-	134,162	172,034	135,044	FY23 decrease is due to paying off ReStore South's loan.
Occupancy/Supplies/Postage/ Closing/Admin/COVID19	31,556.64	48,917.36		98,000.00	58,500.00	42,677	279,651	310,320	289,153	FY23 slight decrease is primarily due to fewer building repairs needed and existing contracts already in place.
Professional Fees /Subscriptions/Memberships Depreciation (Bldg./Equip/Vehicle/ Software)	2,879.00	5,653.00		17,291.57	8,623.72	4,173	38,620	33,299	22,439	FY23 increase of 16% is due to the current staffing memberships and PPHFH's yearly renewals. (SOSI, HBA, Chamber of Commerce, etc.)
Professional Services (Audit/Legal/Payroll)	23,313	885		64,360	144,600	4,000	212,960	181,448	183,079	FY23 increase of 17% includes actual and full year depreciation.
Purchased Goods/Consignment				2,655	1,770	2,779	31,403	28,535	24,940	Slight increase of 10% projected in FY23.
Tithe				166,000	78,000	-	244,000	200,740	243,975	FY23 is anticipated to be steady with FY22 year-end cost of goods sold.
						115,000	115,000	85,000	117,000	FY23 budget includes titling on unrestricted donations and ReStore net income.
Total Expenses	360,321	629,680	643,773	1,555,713	998,323	2,601,894	6,789,703	5,745,879	5,756,914	
Net Gain/(Loss)	(360,321)	571,574	1,438,879	606,407	113,677	(2,430,629)	(60,412)	(196,083)	541,371	

Pikes Peak Habitat for Humanity
CASH - FY23 Budget Summary
For Fiscal Year Ending June 30, 2023

Revenue	FY23 Budget Total	FY22 Budget Total	FY22 Year-end Projection	Variance Notes
Contributions	491,950.00	459,140.00	517,879.00	FY23 increase includes various campaigns, events, and sponsorships.
Grants	692,304.00	284,700.00	384,738.00	FY23 increase is due to additional government and HFHCO funding available.
ReStores 1 & 2	3,274,120.00	2,823,190.00	3,055,455.00	FY23 increase of is steady with FY22 sales
Other	17,860.00	24,227.00	83,897.82	FY23 decrease is due to investments accounts earning less interest/dividends.
Loan Sale(s)	565,000	500,000	1,010,023	FY23 increase is due to higher principal balance payoff(s)
Homeowner Prin Mthly Transfer/Payoffs	585,000.00	594,309.00	620,688.18	FY23 budget includes the continuation of homeowner principal payments and anticipating fewer homeowner payoff(s).

Total Cash Inflow	5,626,234.00	4,685,566.00	5,672,681.00
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Expense	FY23 Budget Total	FY22 Budget Total	FY22 Year-end Projection	Variance Notes
Compensation/Benefits/Contract Labor/VISTA	2,684,637.00	2,182,843.00	1,986,729.00	FY23 budget variance is due to new positions, compensation survey, and annual benefit increases.
Professional Development/Conferences/Mileage/Advocacy	98,971.00	54,118.00	41,872.00	FY23 increase due to advocacy expenses, higher fees/trainings going back to in person and more employee travel reimbursement.
Fundraising/Advertising/Printing	254,565.00	206,229.00	196,436.00	FY23 is due to the increase of printed materials, majority of the budget represents both RS's monthly advertising expense.
Noncapital Program Costs	350,647.00	246,969.00	264,122.00	FY23 budget increase is due to the ten (10) Silver Key CHR projects.
Insurance	197,676.00	195,033.00	166,423.00	FY23 budget covers the annual increase for the yearly insurance policies.
Loan Interest	134,162.00	161,752.00	135,044.00	FY23 decrease is due to paying off ReStore South's loan.
Occupancy/Supplies/Postage/Closing/Admin/COVID19	278,452.00	298,755.92	289,094.00	FY23 decrease is primarily due to fewer building repairs needed and existing contracts already in place.
Professional Fees/Subscriptions/Memberships	38,620.00	32,217.00	22,439.00	FY23 increase is due to the current staffing memberships and PPHFH's yearly renewals. (SOSI, HBA, Chamber of Commerce, etc.)
Professional Services (Audit/Legal/Payroll)	31,402.00	29,886.00	24,940.00	FY23 projected increase
Inventory Purchased Goods/Consignment	268,900.00	200,500.00	229,833.42	FY23 increase in cost and additional purchases of inventory items.

Pikes Peak Habitat for Humanity
CASH - FY23 Budget Summary
For Fiscal Year Ending June 30, 2023

Revenue	FY23 Budget Total	FY22 Budget Total	FY22 Year-end Projection	Variance Notes
Tithe	115,000.00	85,000.00	117,000.00	FY23 budget includes tithing on unrestricted donations and RS's net income.
Loan Principal Pmts	65,645.00	65,317.00	65,188.00	FY23 budget is the amount due from the amortization schedule.
Construction in Progress (CIP)	990,000.00	972,540.00	969,459.00	FY23 increase in construction in progress is due to the continued rising material cost and adding a single-car garage.
Total Cash Outflow	5,508,677.00	4,731,159.92	4,508,579.42	
Net Cash Inflow	117,557.00	(45,593.92)	1,164,101.58	

4/30/2022 Balance Sheet Cash	1,978,875
4/30/2022 Balance Sheet Investment	1,228,484
4/30/2022 Balance Sheet Ending Cash	<u>3,207,359</u>

4/30/2022 Balance Sheet Cash	1,978,875
RSS Loan Payoff (balance sheet balance)	596,154
Ending Cash less RSS loan Payoff	<u>1,382,721</u>

Pikes Peak Habitat for Humanity
P&L - FY23 Budget Summary
 For Fiscal Year Ending June 30, 2023

	Admin	Strategic Partnerships	Mortgage Activity	ReStore South	ReStore Northeast	Programs	Cons	Repair	Vol	HOS's	FY23 Total	FY22 Budget Total	FY22 Yr End Projection	Variance Notes
Revenue														
Contributions		491,950									491,950	459,140	517,879	FY23 increase of 7%/no budget value change - which includes various campaigns, events, and sponsorships.
Grants		692,304									692,304	284,700	384,738	FY23 increase is due to additional government and HFHCO funding available.
ReStore				2,162,120	1,112,000						3,274,120	2,823,190	3,055,455	FY23 increase of 16% is steady with FY22 sales
In-Kind						171,265					171,265	180,375	95,103	FY23 Slight decrease in FY23 due to less GIK available (HFHI).
Home Mortgage Activity			1,907,552								1,907,552	1,588,166	2,305,192	FY23 budget is due to anticipated higher appraisals/sales prices of homes.
Other		17,000.00	175,100.00								192,100	214,225	(60,082)	FY23 decrease is due to investments accounts earning less interest/dividends and fewer homeowner payoffs.
Total Revenue	-	1,201,254	2,082,652	2,162,120	1,112,000	171,265					6,729,291	5,549,796	6,298,285	

Pikes Peak Habitat for Humanity
P&L - FY23 Budget Summary
For Fiscal Year Ending June 30, 2023

	Admin	Strategic Partnerships	Mortgage Activity	ReStore South	ReStore Northeast	Programs	Cons	Repair	Vol	HOS's	FY23 Total	FY22 Budget Total	FY22 Yr End Projection	Variance Notes
Expense														
Cost of Homes Sold						1,510,000					1,510,000	1,230,000	1,251,434	FY23 budget includes closing on five (5) homes, and the increase in building materials.
Mortgage Activity			643,773								643,773	637,000	826,436	FY23 budget is the anticipated mortgage discount expense.
Compensation/Benefits/ Contract Labor	270,925	464,961		904,166	405,357	639,228	323,628	67,538	64,114	183,948	2,684,637	2,194,183	1,988,655	FY23 budget variance is due to new positions, compensation survey, and annual benefit increases.
Professional Development/Conf's/ Mileage/Advocacy	8,705.02	25,064.00		29,840.00	14,360	21,002	5,802	2,060	4,400	8,740	98,971	48,823	41,872	FY23 increase due to advocacy expenses, higher fees/trainings going back to in person and more employee travel reimbursement.
Fundraising/Advertising/ Printing	1,960.00	68,035.00		120,500.00	62,980	1,470	-	500	200	770	254,945	206,198	196,436	FY23 is due to the increase of printed materials, majority of the budget represents both RS's monthly advertising expense.
Noncapital Program Costs	9,310.39	1,603.39		72,602.59	37,725.52	217,210	44,911	114,618	23,154	34,527	338,452	233,210	270,027	FY23 budget increase is due to the ten (10) Silver Key CHR projects.
Insurance	11,672	14,561		74,298	58,245	44,354	30,237	4,641	-	9,476	203,129	185,089	166,423	FY23 budget covers the annual increase for the yearly insurance plans (liability/E&O/auto and workers comp) increases and the ReStore2.
Loan Interest				6,000	128,162	-					134,162	172,034	135,044	FY23 decrease is due to paying off ReStore South's loan.
Occupancy/Supplies/Postage/ Closing/Admin/COVID19	31,556.64	48,917.36		98,000.00	58,500.00	42,677	19,192	2,534	3,632	17,319	279,651	310,320	289,153	FY23 slight decrease is primarily due to fewer building repairs needed and existing contracts already in place.
Professional Fees /Subscriptions/Memberships	2,879.00	5,653.00		17,291.57	8,623.72	4,173	2,537	44	594	998	38,620	33,299	22,439	FY23 increase of 16% is due to the current staffing memberships and PPHFH's yearly renewals. (SOSI, HBA, Chamber of Commerce, etc.)
Depreciation (Bldg./Equip/Vehicle/ Software)				64,360	144,600	4,000	-	4,000			212,960	181,448	183,079	FY23 increase of 17% includes actual and full year depreciation.
Professional Services (Audit/Legal/Payroll)	23,313	885		2,655	1,770	2,779	885	163	177	1,554	31,403	28,535	24,940	Slight increase of 10% projected in FY23.
Purchased Goods/Consignment				166,000	78,000	-					244,000	200,740	243,975	FY23 is anticipated to be steady with FY22 year-end cost of goods sold.
Tithe						115,000	115,000				115,000	85,000	117,000	FY23 budget includes tithing on unrestricted donations and ReStore net income.
Total Expenses	360,321	629,680	643,773	1,555,713	998,323	2,601,894					6,789,703	5,745,879	5,756,914	
Net Gain/(Loss)	(360,321)	571,574	1,438,879	606,407	113,677	(2,430,629)					(60,412)	(196,083)	541,371	

**Pikes Peak Habitat for Humanity
Three-Year Strategic Plan
July 2022 through June 2025
DRAFT**

PPHFH Strategic Goals must align with HFHI Strategic categories that include Build Community, Build Sector, Build Societal Impact and Build a Sustainable Organization (affiliate). This includes implementing at least one global objective from each impact goal.

To fit within HFHI's goals, PPHFH goals and tactics should include the following:

Community Impact:

- Serve families through sustainable construction and housing support services
- Leverage shelter as a catalyst for community transformation
- Grow capacity to serve the most vulnerable, the disaster-affected, and the urbanizing world

Sector Impact:

- Support market approaches that increase products, services, and financing for affordable housing
- Promote policies and systems that advance access to adequate and affordable housing

Societal Impact:

- Serve as a leading voice in growing awareness of housing as a critical foundation to breaking the cycle of poverty
- Mobilize volunteers as hearts, hands, and voices for the cause of adequate affordable housing

Sustainable Affiliate:

- Fund the mission
 - Grow skills and leadership capabilities
 - Operate with excellence
-

PPHFH potential Board of Director goals and staff tactics to achieve in 3-year strategic plan: (To be discussed by board and executive staff prior to board-approval in May/June 2022)

Goal #1 -- Open a Third ReStore in 2025

Goal #2 -- Increase the number of families served through implementation and expansion of an Aging in Place Home Repair program, expand the Critical and Brush with Kindness programs, and strengthening of homeowner services

Goal #3 -- Strengthen and Expand Donor Relations

Goal #4 -- Grow capacity to serve the most vulnerable globally and local families earning 30-80% AMI including stabilize annual home construction at 7 to 8 homes per year

Goal #5 -- Strengthen and Expand Advocacy

Goal #6 -- Grow Organizational Capacity of PPHFH (continuation of existing board-approved goal)

Financials & Related Reports

FY 2022 Operations Dashboard

April 2022

Current Profit and Loss Highlights

Current Net Income (Loss)	\$	(26,458)
YTD Income (Loss)	\$	517,247



Board of Directors

Balance Sheet Summary

Finance Committee Notes

ASSETS		
Current Assets		
Checking/Savings	\$	1,978,875
Investment Cash/Equivalents		57,424
Investment Securities		1,171,060
Accounts Receivable		26,652
Other Current Assets		2,511,814
Total Current Assets	\$	5,745,825
Fixed Assets	\$	6,139,638
Other Assets		2,571,857
TOTAL ASSETS	\$	14,457,320
LIABILITIES & EQUITY		
Liabilities		
Total Current Liabilities	\$	330,873
Long Term Liabilities		4,019,021
Total Liabilities	\$	4,349,894
Total Equity		10,107,426
TOTAL LIABILITIES & EQUITY	\$	14,457,320

Current net income (loss):
 April was a negative month
 Total contributions continue to stay strong
 ReStore sales continue to exceed the YTD budget
 Monthly expenses continue to be monitored
 Loss for the month in the investment account
 YTD net income continues to remain solid

Available Cash Balance

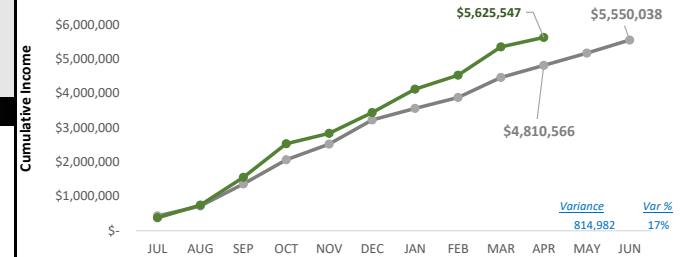
Pending Major Disbursements

Operations	\$	1,978,875	62%
Short Term	\$	160,885	5%
Long Term	\$	1,067,599	33%
Total	\$	3,207,359	

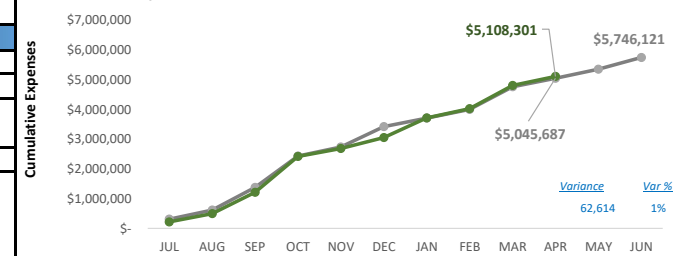
Item	Apr-22	May-22	Jun-22
Total	-	-	-

→ Operations Target is 3-months of operating expenses [\$1,450,387] or 15%, whichever is greater.
 → Operations amount excludes the construction draw bank account.

PPHFH YTD Income Performance



PPHFH YTD Expense Performance



Strategic Partnerships

ReStore Operations - Income & Expense Performance

Current Donation Performance

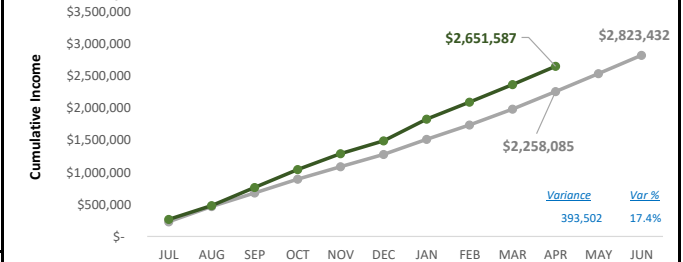
FY 2022	Actual	Budget	Variance	Var %
Indiv	\$ 10,491	\$ 13,650	\$ (3,159)	-23%
Bequest	\$ -	\$ -	\$ -	100%
Corps	\$ 7,010	\$ 2,500	\$ 4,510	180%
Grants	\$ 4,250	\$ 26,250	\$ (22,000)	-84%
Other	\$ 663	\$ 1,000	\$ (337)	-34%
Total	\$ 22,414	\$ 43,400	\$ (20,986)	-48%

YTD Donation Performance

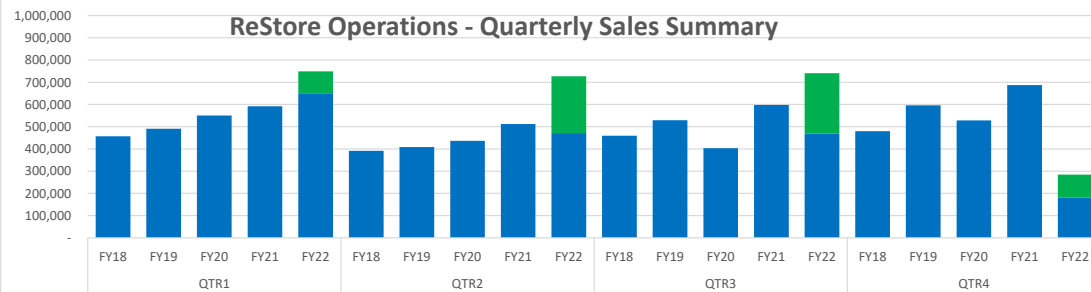
FY 2022	Actual	Budget	Variance	Var %
FY 2022	\$ 724,591	\$ 684,315	\$ 40,276	6%
FY 2021	\$ 929,573	\$ 785,793	\$ 143,780	18%
FY 2020	\$ 797,445	\$ 852,100	\$ (54,655)	-6%



ReStore Ops YTD Income Performance



ReStore Ops YTD Expense Performance

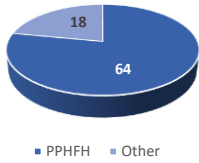


Homeowner Services

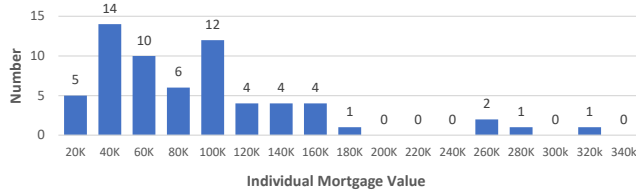
Total Active Mortgages: 82

Total Portfolio Value: \$5,260,823

Loans Serviced

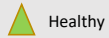


64 Active PPHFH Mortgages

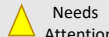


Delinquency Report

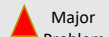
Current Status ▲



Healthy



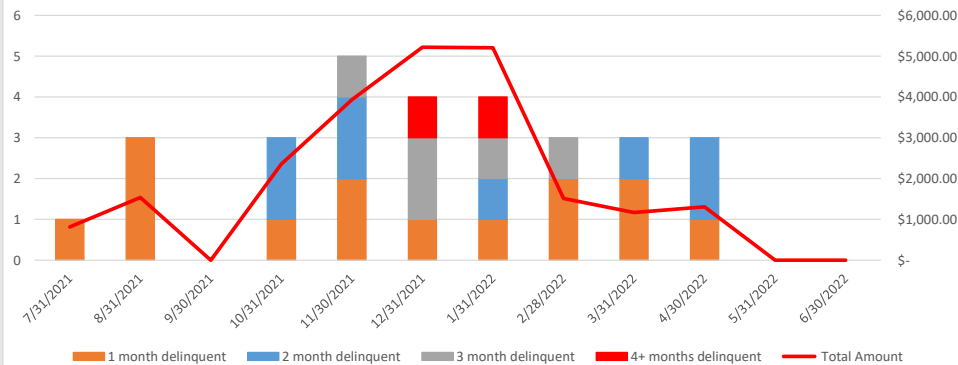
Needs Attention



Major Problem

MONTHS DELINQUENT	# Loans	\$Amt	% portfolio at risk
Less than 1 month behind	0	\$ -	0.00%
<i>Last month</i>	0	\$0.00	0.00%
1 month behind	2	\$ 123.33	1.22%
2 months behind	1	\$ 1,182.78	2.44%
3 months behind	0	\$ -	0.00%
4+ months behind	0	\$ -	0.00%
Total	3	\$ 1,306.11	3.66%
<i>Last month</i>	3	\$1,168.89	3.65%
<i>April 2021</i>	1	\$1,193.43	1.14%

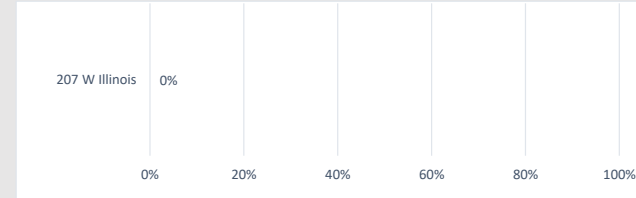
Number & Dollar Amount of Delinquencies



Construction

Active Building Progress

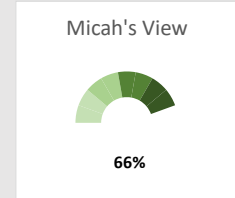
Micha's View



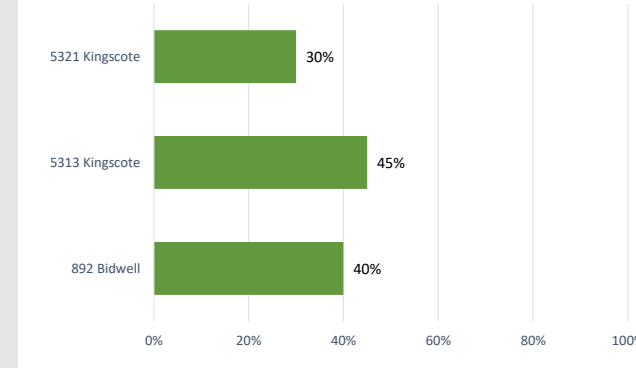
Fountain, CO

% Site Completion

3 Home Site

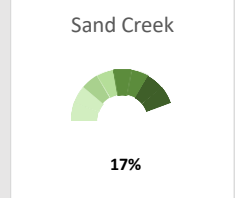


The Ridge at Sand Creek



Colorado Springs, CO

30 Home Site

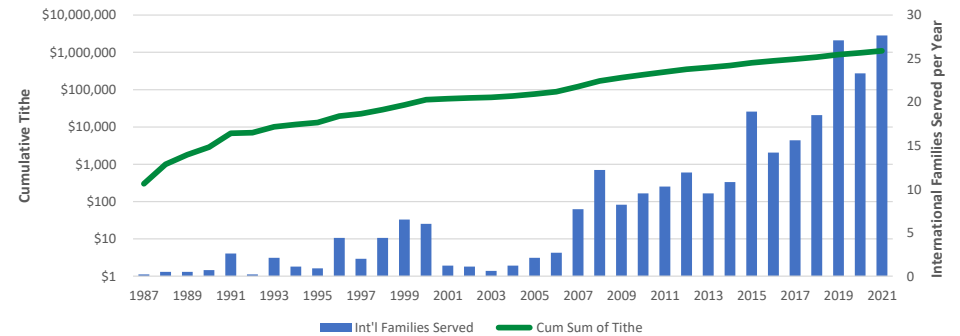


Repair Program

Repair Category	Applicants Selected	In Process	Complete
Critical Home Repair	3	0	3
Home Preservation	1	0	1

Affiliate Tithe Impact

Tithe History and Impact



Staff and Committee Reports

Executive Director, Staff, & Committee Report June 6, 2022

EXECUTIVE DIRECTOR/CEO:

General

STRATEGIC PARTNERSHIPS:

Faith:

- First Apostles Prayer Walk & Stud Signing event held at the Ridge at Sand Creek
- FIA Manager attends COSILoveYou conference/retreat in partnership with Fuller Seminary
- FIA Manager working on preparing final HFHI capacity build grant official report to be completed by FY2023
- Kris participated in TV Taping in conjunction with Word Mission Church International (video to air later this summer)
- Faith Relations Committee meeting held on May 19th
- Large scale volunteer day with LDS joint congregations on Saturday May 21st

Donor Relations:

- The Ridge at Sand Creek Celebration event: June 17th
 - 18 guests RSVP'd thus far
 - 15 staff, 4 volunteers, and potentially 3 homeowners supporting
 - **RSVP deadline is June 3rd**
- Tequila & Tapas at La Rosa Restaurant fundraising event has been postponed until August. Revised date will be provided soon.
- Reminder to board members to send out their thank you notes if not done so already. Please email Emma when mailed so we can keep track of the letters that have been sent. Thank you for your support in writing these notes!
- Planned Giving Subcommittee establishment underway with first meeting projected for July 2022

Grants:

- Grants recently awarded to PPHFH include:
 - First Congregational Church; \$5,000 for the 2nd Interfaith Build for Unity
 - HFHI BuildBetter with Whirlpool program; \$6,000 for constructions costs of one house in Sand Creek
- KRDO interviewed Laura for Armed Forces Day (May 21) and highlighted PPHFH as a Veterans Build affiliate and how we support our community's military and veteran families.

Volunteerism:

Construction Totals

May up until 5/21/2022

- Total Unique Volunteers: 135
- Total Hours: 1,226.74
- Total Groups: 10 total group shifts before 5/21

ReStore Totals Combined

May up until 5/21/2022

- Total Unique Volunteers: 165
 - Total Hours: 1,595.11
 - Total Groups: 6 total group shifts

Things that Happened

- Dusty and Sarah attended the 2022 4th Infantry Division & Fort Carson Annual Volunteer Award Recognition event.
- Women Build Event occurred, and we sold roughly 10 t-shirts and had 3 groups participate.
- Board Build volunteer day on 5/13 - 7 people participated with staff and board members.

HOMEOWNER SERVICES:

The City's Community Development Division has agreed to increase PPHFH's down payment assistance contract to include additional funding for the cost of five tap fees in the Ridge at Sand Creek, totaling approximately \$68,000.

Family Selection:

- Staff received four Veteran Homeownership applications; only one will be moving forward to the Family Selection Committee for a home visit.
- Staff will open an application cycle July 18 – 29, 2022, with an anticipated approval recommendation to the Board in October 2022.
- All future homeowners are working through their sweat equity requirements.

Construction / Repair:

The Ridge at Sand Creek:

- The old office/storage trailer (from MV site) was moved to Sand Creek site a couple months ago; inside was totally remodeled for better office and storage space, as a result, the old Conex has been removed and that area turned into a parking lot for volunteers.

- 892 Bidwell – Rough plumbing and electrical have passed inspection; insulation to begin.
- 5313 Kingscote – Siding, fascia, and drywall to being.
- 5321 Kingscote – Trusses on, roof has been decked in preparation for trades to come.
- Excavation has begun on 884 Bidwell and 5329 Beauport Dr.
- Concrete pad and landscaping plants for the bench dedication area will be complete by June 10th.

Repair Program:

- Staff has identified an applicant for the Home Depot grant. The concrete pad extension & ramp have been completed, doors have been ordered, project is 50% complete.
- PPHFH and Silver Key Senior Services continue to identify applicants and work out the logistics for the exterior repair program.

ReSTORES:

- Sales at both stores were slower than anticipated.
- Donation drop offs at both stores were slower than last month but still above last year's numbers.
- Volunteer groups have been very helpful this month.

Calendar of Events

<p>LEGEND:</p> <p>Required</p> <p>Requested</p> <p>Suggested</p> <p>Informational</p>
--

COMING EVENTS:

JUNE

- **Monday, June 6, 5:45 p.m.:** PPHFH Board Meeting
- **Friday, June 17, 11:45 a.m. – 1:00 p.m.:** The Ridge at Sand Creek Community Celebration

JULY

- **Saturday, July 30, 8:30 a.m. – 12:00 p.m. and/or 12:30-4:30:** Board Build Day, Construction Site
- **July 18 – 29:** Accepting New Homeowner Applications

AUGUST

- **Monday, August 1, 5:45 p.m.:** PPHFH Board Meeting
- **Wednesday, August 3, 1:30 p.m.:** New-Member Board Orientation will be held at 1:30 p.m. at PPHFH Business Office (2802 N. Prospect Street), preceded by an optional lunch at 12:30 p.m.
- **Friday, August 26, 10:00 a.m.:** Home Dedication for Ms. Tierney, Board-sponsored build

SEPTEMBER

- **Saturday, September 17, 8:30 a.m. – 2:30 p.m.:** PPHFH Board Retreat, Ent Headquarters
- **Wednesday, September 21, 5:45 – 7:30 p.m.:** Donor Appreciation Event, details to follow

OCTOBER

- **Monday, October 3, 5:45 p.m.:** PPHFH Board Meeting

NOVEMBER

- **Friday, November 11, 10:00 a.m. – 2:00 p.m.:** Board Build Day, ReStore South (families welcome)

DECEMBER

- **Monday, December 5, 5:45 p.m.:** PPHFH Board Meeting

2023

- **Saturday, March 11, 10:00 a.m. – 2:00 p.m.:** Board Build Day, ReStore Northeast (families welcome)

Appendix

PPHFH Board Self-Assessment Results

May 2022

Overall Participation	92%				
I continue to be committed to the mission and goals of PPHFH.	100%				
I still have the time and passion to continue my commitment to PPHFH.	100%				
I attended the annual retreat/strategic planning session my first year	100%				
I attended the annual retreat/strategic planning session my second year.	70%				
I have served on at least one Board standing committee my first year.	100%				
I have served on at least one Board standing committee my second year.	80%				
I attended at least 7 of 9 Board meetings during my first year of service.	100%				
I attended at least 7 of 9 Board meetings during my second year of service.	90%				
I met an annual financial commitment to PPHFH.	92%				
I met the Board Pledge financial commitment (if applicable).	100%				
I attended at least one Ground Blessing in the past year.	67%				
I attended at least one Home Dedication in the past year.	67%				
	Strongly Disagree	Disagree	Maybe Not Sure	Agree	Strongly Agree
1. I am aware of what is expected of me as a Board member.	0%	0%	0%	8%	92%
2. I read the minutes, reports, and other materials in advance of Board meetings.	0%	0%	0%	17%	83%
3. I am familiar with PPHFH's by-laws and governing policies.	0%	0%	8%	42%	50%
4. I am an active participant at Board meetings.	0%	0%	0%	33%	67%
5. I am an active participant on at least one committee.	0%	0%	0%	17%	83%
6. I follow through on what I say I will do.	0%	0%	0%	17%	83%
7. I maintain the confidentiality of all Board decisions.	0%	0%	0%	0%	100%
8. When I have a different opinion than the majority, I raise it.	0%	0%	0%	25%	58%
9. I support Board decisions even if I do not agree with them.	0%	0%	0%	8%	92%
10. I support and promote the Executive Director/CEO of PPHFH.	0%	0%	0%	0%	100%
11. I treat other members of the Board and PPHFH with respect.	0%	0%	0%	0%	100%
Additional comments:					
"I dont care for the tone of the document."					

PPHFH Board of Directors
Calendar of Key Annual Items (as of July 2022)

July – No monthly Board meeting

August

- Resolution approving new board member signatures on bank accounts
- Authorization to renew ANB line of credit (*This is every other year; next renewal is 2022*)
- Annual Anti-money Laundering Policy Report
- Annual Red Flag Policy Report
- Annual Whistle Blower Policy Report
- Annual Check Signature Limit Resolution for banks

September – No monthly Board meeting

- Annual Board Retreat for strategic visioning
- ExCom electronic vote approval of Quality Assurance Report

October

- HFHI Quality Assurance Report Approval
- World Habitat Day Recognition at City of COSP, City of Fountain, ELCO Commissioners
- Presentation by Family Selection Committee of future homeowner candidates for vote by Board

November – No monthly Board meeting

December

- Presentation of Audited Financial Statements and 990 Informational Tax Return
- Colorado Gives Day Campaign
- Giving Tuesday
- Annual Gingerbread Build Event supporting Veteran build
- Presentation of investment activity (Investment advisor Brad Gann on Finance Committee)

January – No monthly Board meeting

February

- Annual Cash Management Report
- Policy and Guidelines for Investments
- Habitat on the Hill in Washington DC National Event (BOD welcome to attend)
- Annual Safeguarding Report

March – No monthly Board meeting

April

- Annual Governance Committee Board and Officer Recruiting Report
- Annual Governance Committee distribution of Board Self-Assessment
- HFHC Camp Colorado held odd years, when HFHI Conference not held (BOD welcome to participate)
- Annual PPHFH Volunteer Appreciation Event
- Home is the Key/Earth Day Event
- HFHI Affiliate National/International Conference in Atlanta, GA held even years (BOD welcome). *Alternates with Camp Colorado. Most recently held in April in 2022.*

May – No monthly Board meeting

June

- Election of Officers and Ratification of Board members
- Upcoming Fiscal Year Budget review and approval
- Governance Committee Self-Assessment Report Presentation
- Presentation of investment activity (Investment advisor Brad Gann on Finance Committee)