



BOARD OF DIRECTORS
Monthly Meeting

October 3, 2022

ReStore Northeast
6250 Tutt Boulevard, Conference Room

also offered virtually via [Zoom](#)

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

October 3, 2022
5:45-6:45 pm

- 5:45-5:47** **CALL TO ORDER**, Ryan Panariso
- 5:47-5:57** **OPENING DEVOTIONS**, Candy Vandenberg
- 5:57- 6:00** **APPROVAL OF AUGUST 1, 2022 MEETING MINUTES***, Ryan Panariso (**Vote**)
- 6:00 – 6:10** **INTRODUCTION OF PPHFH NEW HOMEOWNER**, Judith Jones
- 6:10 – 6:45** **ITEMS REQUIRING DISCUSSION AND/OR VOTE**
- Presentation by Family Selection Committee* of future homeowner candidates for vote by Board

ITEMS OF NOTE

RESPECTFUL REQUESTS TO THE BOARD:

Board Minutes

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

CALL TO ORDER: The August 1, 2022 meeting of the PPHFH Board of Directors was called order at 5:45 p.m. by Mr. Ryan Panariso, president.

OPENING PRAYER & DEVO: Ms. Kris Lewis led devotions and opened in prayer.

APPROVAL OF MINUTES: Motion made, seconded, and it was passed to approve the July 6, 2022 minutes as presented.

ITEMS REQUIRING DISCUSSION AND/OR VOTE:

- 2nd term for Mr. Peter Hilts and Mr. Eric Stolp was voted and approved unanimously.
- Mr. Paul Hasty presented the Donor Appreciation Event. Invites go out August 1, 2022.
- Mr. Joel Hamilton presented the Veteran Build future homeowner. This was voted on and approved unanimously. Motion made, and unanimous vote to approve, recommendation to build three-bedroom house for Veteran future homeowner.
- Mr. Ryan Panariso presented FY23 Covenant and Quality Assurance Report. This was voted on and unanimously approved pending two small typing errors.
- Required Review of Policies: Annual Anti-money Laundering Policy Report, Flag Policy Report, Whistle Blower Policy Report, and Check Signature Limit Resolution for banks were all unanimously approved. Similarly, the New IT Policy unanimously approved as presented.
- Board Development: By-laws Part 1 was presented by Ms. Kris Lewis.
- 75 new applicants have applied for the next round of homes to be built for 2023.
- Board retreat will have a change of Venue TBD.
- Monthly board thank you notes will be delivered to board members at board meetings & mailed to those not attending in person. In months that the board does not meet, all notes will be delivered in person.

Meeting adjourned at 6:50 p.m.

Items for Discussion/Vote

Habitat for Humanity Applicant Review Form

Name:

Household Size:

Adults:

Dependents:

	3
	1
M	16
F	15

Household AMI:

Total Annual Income

Current Housing Ratio:

Habitat Mortgage Payment (30%):

	48%
\$	40,008.00
	30%
\$	1,000.20

Bedroom Size

Needed:

3

6 Current Housing Need (check ALL that apply)

- Are children of opposite genders or children more than five years apart sharing a room
- Are children sharing rooms with adults
- Temporary housing or homeless
- Subsidized housing (government or nonprofit assistance)
- Accessibility issues
- ◆ **Structural integrity issues**
- ◆ **Broken or missing windows or improper locks on windows/doors**
- ◆ **Heating, electrical or plumbing issues**
- ◆ **Unsafe or crime-ridden neighborhood**
- ◆ **Unsuitable for human habitation (unsanitary or deteriorated)**
- ◆ **Health risk (mold, asbestos, lead paint)**
- Cost of rent, is 35% or more of overall income

Comments:

Applicant had the highest amount of need

Name:

Household Size:

2

 Adults:

1

 Dependents:

M	7
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 Bedroom Size:

2

Household AMI:

42%

 Total Annual Income:

\$ 31,200.00

 Current Housing Ratio:

30%

 Habitat Mortgage Payment (30%):

\$780.00

5 Current Housing Need (check ALL that apply)

- Are children of opposite genders or children more than five years apart sharing a room
- Are children sharing rooms with adults**
- Temporary housing or homeless
- Subsidized housing (government or nonprofit assistance)
- Accessibility issues
- Structural integrity issues
- Broken or missing windows or improper locks on windows/doors
- Heating, electrical or plumbing issues**
- Unsafe or crime-ridden neighborhood**
- Unsuitable for human habitation (unsanitary or deteriorated)**
- Health risk (mold, asbestos, lead paint)**
- Cost of rent, is 35% or more of overall income

Currently living in a studio duplex, no bedroom, very tiny.

Board of Directors / Applicant Review Form

Name:

Household Size:

6

Adults:

2

Dependents:

M	12
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Household AMI:

53%

Total Annual Income

\$ 57,024.00

Current Housing Ratio:

13%

Habitat Mortgage Payment (30%):

\$ 1,250.00

Bedroom Size

M	9
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Needed:

M	3
---	---

4

expecting	?
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3.5 Current Housing Need (check ALL that apply)

- ◆ **Are children of opposite genders or children more than five years apart sharing a room**
- ◆ **Are children sharing rooms with adults**
- Temporary housing or homeless
- Subsidized housing (government or nonprofit assistance)
- Accessibility issues
- Structural integrity issues
- Broken or missing windows or improper locks on windows/doors
- Heating, electrical or plumbing issues
- ◆ **Unsafe or crime-ridden neighborhood (highest crime rated location out of all applicants)**
- Unsuitable for human habitation (unsanitary or deteriorated)
- Health risk (mold, asbestos, lead paint)
- Cost of rent, is 35% or more of overall income

Comments:

Board of Directors - Applicant Review Form

Name:

Household Size:

Adults:

Dependents:

	3	
	2	
M		6

Household AMI:

Total Annual Income

Current Housing Ratio:

Habitat Mortgage Payment (30%):

	55%
\$	45,696.00
	17%
\$	1,142.40

Bedroom Size

Needed:

3

4 Current Housing Need (check ALL that apply)

- Are children of opposite genders or children more than five years apart sharing a room
- ◆ **Are children sharing rooms with adults**
- Temporary housing or homeless
- Subsidized housing (government or nonprofit assistance)
- Accessibility issues
- Structural integrity issues
- ◆ **Broken or missing windows or improper locks on windows/doors**
- ◆ **Heating, electrical or plumbing issues**
- ◆ **Unsafe or crime-ridden neighborhood**
- Unsuitable for human habitation (unsanitary or deteriorated)
- Health risk (mold, asbestos, lead paint)
- Cost of rent, is 35% or more of overall income

Comments:

Application for Directors' Approval of Family Self Help Form

Name:

Household Size:

Adults:

Dependents:

	3	
	1	
F		14
M		14

Household AMI:

Total Annual Income

Current Housing Ratio:

Habitat Mortgage Payment (30%):

	48%
\$	40,092.00
	24%
\$	1,002.30

Bedroom Size

Needed:

3

4 Current Housing Need (check ALL that apply)

- ◆ **Are children of opposite genders or children more than five years apart sharing a room**
- Are children sharing rooms with adults
- Temporary housing or homeless
- ◆ **Subsidized housing (government or nonprofit assistance)**
- ◆ **Accessibility issues (son has ADHD and needs a space for his music)**
- Structural integrity issues
- Broken or missing windows or improper locks on windows/doors
- ◆ **Heating, electrical or plumbing issues**
- Unsafe or crime-ridden neighborhood
- Unsuitable for human habitation (unsanitary or deteriorated)
- Health risk (mold, asbestos, lead paint)
- Cost of rent, is 35% or more of overall income

Comments:

Financials & Related Reports

FY 2023 Operations Dashboard

August 2022

Current Profit and Loss Highlights

Current Net Income (Loss)	\$	(144,856)
YTD Income (Loss)	\$	(91,325)



Board of Directors

Balance Sheet Summary

Finance Committee Notes

ASSETS		
Current Assets		
Checking/Savings	\$	1,201,521
Investment Cash/Equivalents		59,019
Investment Securities		1,140,816
Accounts Receivable		67,118
Other Current Assets		2,589,953
Total Current Assets	\$	5,058,427
Fixed Assets	\$	6,106,079
Other Assets		2,603,320
TOTAL ASSETS	\$	13,767,826
LIABILITIES & EQUITY		
Liabilities		
Total Current Liabilities	\$	368,795
Long Term Liabilities		3,422,867
Total Liabilities	\$	3,791,662
Total Equity		9,976,164
TOTAL LIABILITIES & EQUITY	\$	13,767,826

Current net income (loss):
 August was a negative month
 RS's NI YTD actual vs budget is on target
 Monthly expenses continue to be monitored and currently below budget
 Investment account continues to have a negative impact on the revenue
 YTD net income is currently negative primarily due to the market fluctuation in the investment account and outstanding grants

Available Cash Balance

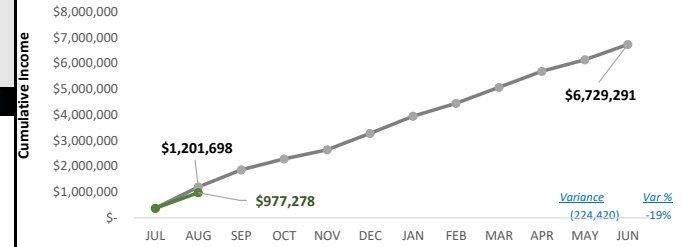
Operations	\$	1,201,521	50%
Short Term	\$	162,554	7%
Long Term	\$	1,037,281	43%
Total	\$	2,401,356	

Pending Major Disbursements

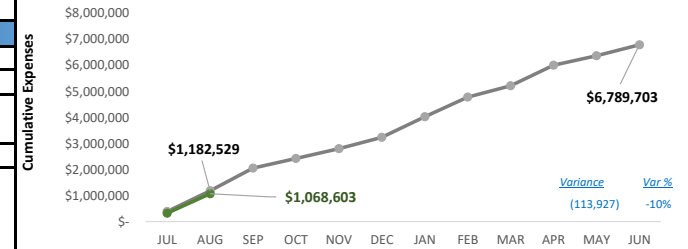
Item	Sep-22	Oct-22	Nov-22
Total	-	-	-

→ Operations Target is 3-months of operating expenses [\$1,317,030] or 15%, whichever is greater.

PPHFH YTD Income Performance



PPHFH YTD Expense Performance



Strategic Partnerships

ReStore Operations - Income & Expense Performance

Current Donation Performance

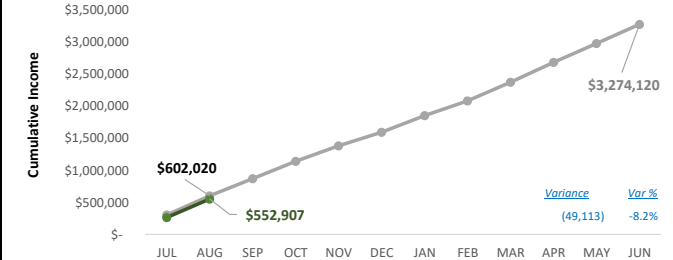
FY 2023	Actual	Budget	Variance	Var %
Indiv	\$ 10,580	\$ 11,060	\$ (480)	-4%
Bequest	\$ -	\$ -	\$ -	100%
Corps	\$ 7,992	\$ 10,000	\$ (2,008)	-20%
Grants	\$ (3,000)	\$ 66,072	\$ (69,072)	-105%
Other	\$ 495	\$ 1,360	\$ (865)	-64%
Total	\$ 16,068	\$ 88,492	\$ (72,424)	-82%
FY 2022	\$ 121,651	\$ 19,350	\$ 102,301	529%
FY 2021	\$ 20,035	\$ 24,906	\$ (4,871)	-20%

YTD Donation Performance

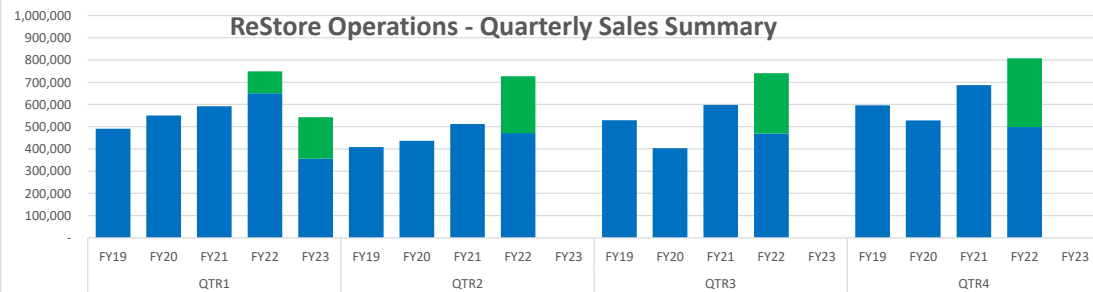
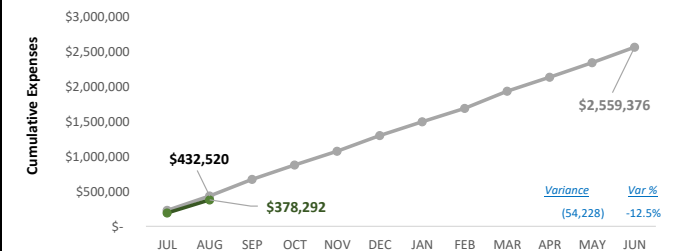
FY 2023	Actual	Budget	Variance	Var %
Indiv	\$ 14,862	\$ 23,120	\$ (8,258)	-36%
Bequest	\$ -	\$ -	\$ -	100%
Corps	\$ 11,237	\$ 15,000	\$ (3,763)	-25%
Grants	\$ 5,250	\$ 66,894	\$ (61,644)	-92%
Other	\$ 2,003	\$ 1,360	\$ 643	47%
Total	\$ 33,352	\$ 106,374	\$ (73,022)	-69%
FY 2022	\$ 161,275	\$ 48,375	\$ 112,900	233%
FY 2021	\$ 40,832	\$ 44,661	\$ (3,829)	-9%



ReStore Ops YTD Income Performance



ReStore Ops YTD Expense Performance

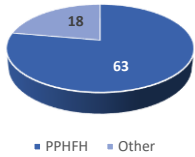


Homeowner Services

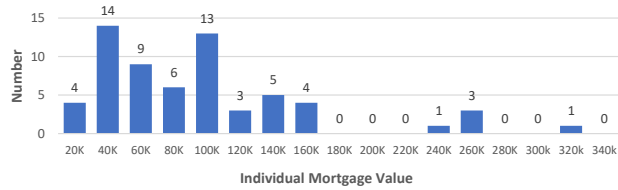
Total Active Mortgages: 81

Total Portfolio Value: \$5,386,154

Loans Serviced



63 Active PPHFH Mortgages



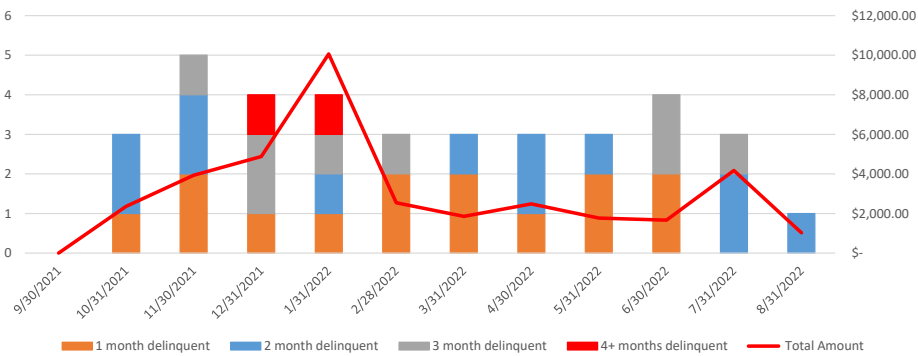
Delinquency Report

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	0	\$ -	0.00%
2 months behind	1	\$ 1,024.17	1.23%
3 months behind	0	\$ -	0.00%
4+ months behind	0	\$ -	0.00%
Total	1	\$ 1,024.17	1.23%
<i>Last month</i>	4	\$4,172.35	3.70%
<i>August 2021</i>	3	\$1,537.11	3.49%

Number & Dollar Amount of Delinquencies

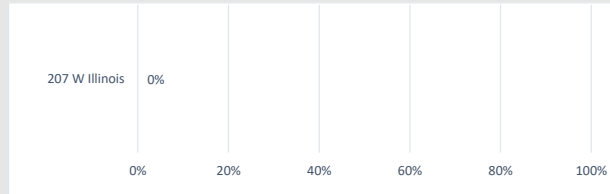


Construction

Active Building Progress

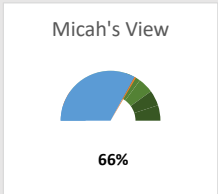
Micah's View

Fountain, CO



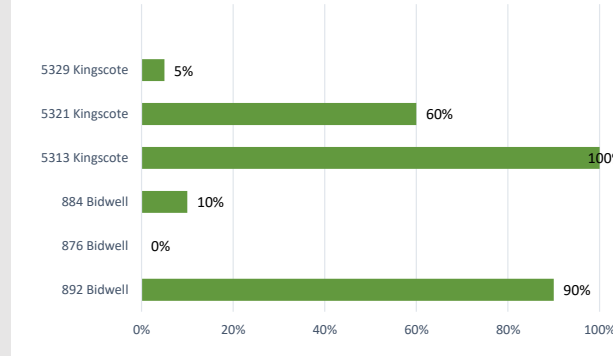
% Site Completion

3 Home Site

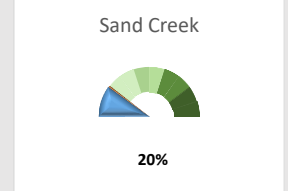


The Ridge at Sand Creek

Colorado Springs, CO



30 Home Site



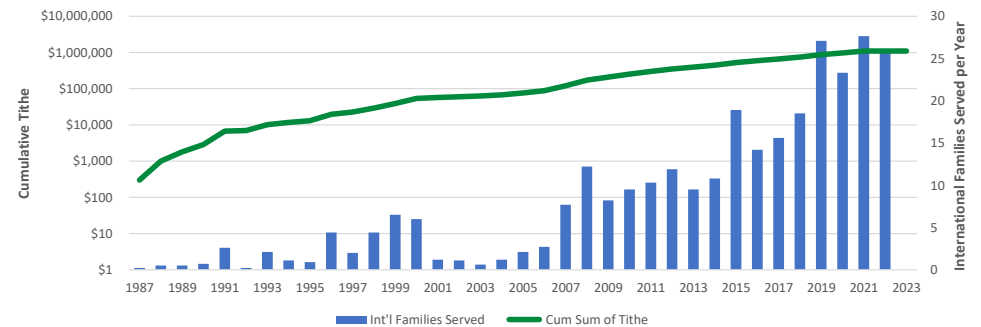
Repair Program

Repair Category	Budgeted Applicants	In Process	Complete
Critical Home Repair	10	4	7
Home Preservation	0	0	0

note: program applicants will exceed the # of budgeted due to the cost averaging less than budgeted for each.

Affiliate Tithe Impact

Tithe History and Impact



Staff and Committee Reports

Executive Director, Staff, & Committee Report October 3, 2022

EXECUTIVE DIRECTOR/CEO:

The vast majority of the Executive Director's time and effort over the months of August and September has been focused on three main areas:

1. **Land acquisition:** meeting with multiple school districts (a few promising opportunities); fostering partnerships such as HBA and Careers in Construction; touring other local school-to-affordable housing projects (with Catholic Charities and D11 Superintendent);
2. **Advocacy:** honoring Rep. Mary Bradfield as winner of the HFHC State Legislator of the Year award; facilitating board knowledge and awareness of the need and means for advocacy; working with multiple local and state-wide advocacy partners to endorse Prop 123 (formerly Ballot Measure 108); attending Prop 123 planning commission and town hall meetings; representing PPHFH at townhall meeting related to ReZoning; building community and legislator awareness of the work of PPHFH through the avenue of World Habitat Day proclamations with the City of Colorado Springs and City of Fountain City Councils; building partnerships with KRDO NewsRadio and potential additional sponsorships for PPHFH's February 28th "Colorado Springs Mayoral Candidate Forum on Affordable Homeownership" (to which each of the five declared candidates have agreed to participate); meeting with regional representative to Senator Hickenlooper;
3. Bringing awareness to **PPHFH's repair program** through presentations to the boards of other El Paso County mayor's offices, HBA Cares, etc.

STRATEGIC PARTNERSHIPS:

Faith:

August

- 5 Faith Volunteer Days
 - 4 IBU days & 1 Apostles days
- Interfaith Build for Unity Subcommittee Meeting held on August 18th
- tabling events at Pikes Peak Christian Church X2

September

- 4 Faith Volunteer Days
 - 3 IBU Days and 1 Apostles Day
- IBU Committee Build Day at Sand Creek
- Spoke at First United Methodist-Prairie, Temple Beit Torah, Spoke to St. Michael's Episcopal Outreach Committee
- Youth Interfaith Construction Olympics held on Sunday Sep. 18th
 - 34 student attendees from numerous congregations attended
 - 2 dragonflies, 4 pet beds and a little kid's kitchen created by student groups. Projects will be sold at the ReStore NE with proceeds supporting the Interfaith Build for Unity.
 - Highlighted on Fox21 <http://fox21news.com/news/youth-interfaith-construction-olympics-brings-youth-together-to-support-affordable-homeownership/>

Donor Relations:

- Thank you to all who came to our Donor Appreciation Event to support sharing our gratitude with our donors!

- Fall Appeal:
 - Post-mailed appeal letter that featured a fantastic, compelling letter from Peter Hilts speaking to the impact of instability on children’s education from Peter’s perspective as a superintendent over the years and soliciting support from our donors.
 - Results so far: \$6,677 of our \$8,000 goal
 - We’ll continue to track until early November
- FY22 Year in Review:
 - Video and document are on our website
 - Mailing going out in October
- Gingerbread Home Build:
 - **Purpose:** This event raises awareness and funds for our Veterans Build. All proceeds from the event benefit our 4th Veterans Build – the construction of a decent, affordable home for a local veteran and their family.
 - **General overview:** The basic premise is the event’s a peer-to-peer gingerbread home decorating competition between participants who fundraise online and by word of mouth to garner donations for their gingerbread home. Donations count as votes, and the participant who raises the highest value of donations wins the competition. Participants are called “Builders” and can be individuals, groups, or organizations.
 - **Fundraising goals:**
 - \$37,010 (12.3% of the cost to build a Habitat home in FY23 at \$300,000)
 - 30 Builders participate
 - Stretch goal: \$45,000 (15% of the cost to build a Habitat home in FY23)
 - Peer-to-peer platform to launch at the end of the first week of October
 - Promotional materials will be sent out and available on our website
- Upcoming Year-End Campaign:
 - Details of how you can help support these essential fundraising efforts will be sent out
 - GivingTuesday: November 29 (digital appeal)
 - Colorado Gives Day: December 6 (digital appeal)
 - Gingerbread Home Build (peer-to-peer hybrid appeal)
 - 12 Days of Christmas: December 25 – January 5 (digital appeal)
 - Year-End: November (direct mail appeal)

Grants:

- Kris and Laura attended:
 - Housing Colorado’s 2022 Southern Colorado Stakeholder Outreach and Engagement to learn about funding opportunities and legislation for affordable housing
 - UCCS Economic Forum
- SP team attended:
 - AFP Southern Colorado’s Summit on Philanthropy
- Grants received:
 - Bank of America, \$7,500
 - Ent Credit Union, \$6,000 for title sponsorship of the Gingerbread Home Build
 - U.S. Bank Foundation, \$7,500

Volunteerism:

- Construction

- Individual Volunteers: 291
 - Volunteer Hours: 3,370.4
- Groups: 23
 - ReStore South
 - Individual Volunteers: 126
 - Volunteer Hours: 1,839.61
 - Groups: 4
- ReStore NE
 - Individual Volunteers: 41
 - Volunteer Hours: 655.1
 - Groups: 1
- ReStore Totals
 - Individual Volunteers: 166
 - Volunteer Hours: 2,494.71
- Overall Volunteer Totals
 - Individual Volunteers: 447
 - Volunteer Hours: 5,865.11
 - Groups: 28

HOMEOWNER SERVICES:

Family Selection:

- Review of Family Selection and Services Committee recommendation of 5 applicants for PPHFH homeownership. The Family Selection and Services Committee has reviewed all applicants who meet the following three basic criteria:
 - Ability to Pay – a qualified loan underwriter from the committee reviewed the application to determine the applicant’s ability to pay.
 - Need for adequate housing – teams of two committee members made home visits to qualified applicants to assess their current housing situation and have demonstrated an Ability to Pay.
 - Willingness to Partner – staff interviewed the applicants to determine whether the applicant understands and is willing to fulfill all program requirements.
- Closed on 5313 Kingscote Drive on August 29th and 892 Bidwell Drive on September 26th!
- To date, we have closed on seven homes in the Ridge at Sand Creek.

Construction / Repair:

The Ridge at Sand Creek:

- 5321 Kingscote is 75% complete, closing scheduled for 12/2022
- 892 Bidwell Dr – complete, ready for dedication and closing.
- 884 Bidwell Dr – began framing walls
- 5329 Beauport Dr – poured footer
- 876 Bidwell Dr – next lot to begin

Repair Program:

- 53 interactions for Home Repairs since July 1, 2022 – 45 have been through Silver Key
- 15 active projects, 7 completed, 4 are in process to start.
- Work has included: roof repair, wall and residing repairs, door, weather stripping and new locksets, handrails, support bars, ramp installation, deck railing and step repairs. Installation of grab bars, stairwell handrails.

RESTORES:

- Sales at both store this month are trending right at budget.
- Donation drop offs at RSNE surpassed RSS for the first-time last month
- Total donations were up 30% over this time last year.

Calendar of Events

COMING EVENTS:

LEGEND: Required Requested Suggested Informational

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
- **Saturday, December 10, 9:00 a.m.:** Apostles Build Home Dedication; **10:30 a.m.** Joint Ground Blessing for six future homeowners, Ridge at Sandcreek

2023

- **Tuesday, February 28, 6:00 p.m.:** Mayoral Candidate Forum on Affordable Homeownership, Shockley-Zalaback Theatre at UCCS Ent Center for the Arts (more details to follow)
- **Saturday, March 11, 10:00 a.m. – 2:00 p.m.:** Board Build Day, ReStore Northeast (families welcome)
- **May 3-5, 2023:** Camp Colorado in Vail. Board welcome to attend. Details to follow.