

MINUTES

On the 21st day of June, 2018 at 2:30 PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session at the Colorado Springs Housing Authority located at 831 S. Nevada Avenue, Colorado Springs, Colorado 80903.

I. **ROLL CALL:**

The following members of the body attended:

COMMISSIONERS:	Brian Colvert, Chair Cheryl Dingwell-Keckritz, Vice Chair Sharon King, Commissioner Donnis Martin, Commissioner Roland Laning, Commissioner Eric Phillips, Commissioner
STAFF:	Mike Burks, Deputy Director Nadine Garcia, Section 8 Manager Jeff Kunkle, I.T. Manager Paul Spencer, Maintenance Supervisor Trudy Harper, Finance Director
ABSENT:	Steve Powell, Commissioner Kelly Padilla, Human Resources Manager
VISITORS:	Ms. Moglen
EX OFFICIO:	Chad E. Wright
RECORDING SECRETARY:	Katherine C. Santucci

Chair Colvert called the Regular Meeting of the Board of Commissioners to order at 2:32 PM.

II. **APPROVAL OF MINUTES:**

Chair Colvert called for the motion to approve the minutes of the Regular Meeting of May 17, 2018 as presented. Commissioner King so moved; Commissioner Martin seconded. Motion carried with unanimous approval.

III. **CITIZEN DISCUSSION:**

There was no Citizen Discussion

Chair Colvert called for discussion of the Consent Calendar.

IV. **CONSENT CALENDAR:**

A. **Housing Project Development**

1. Modernization
2. Maintenance
 - a. Housing Authority Work Order Totals

B. **Finance/Administration**

1. Combined Financials
2. Affordable Housing Projects
 - a. ComCap Asset Management

- b. Team Asset Management Managed Properties
 - 3. Loan Payments
 - 4. Accounts Payable - Payment Detail Report
 - 5. Information Technology
 - C. Operations**
 - 1. Human Resources
 - 2. Intake/Eligibility Monthly Report
 - 3. Section 8
 - a. Housing Choice Vouchers - Leasing Data
 - b. Special Programs
 - c. Home Ownership Program
 - 4. Asset Management
 - a. Public Housing Occupancy Report/Managed Properties
 - b. PHAS Scoring Update
- There was no discussion of the Consent Calendar.*

Staff was excused.

V. ACTION ITEMS:

Resolution 2296 - Approval of Account Write offs for month ending May 31, 2018:

Chair Colvert called for the motion to approve. Vice Chair Dingwell- Keckritz so moved; Commissioner King seconded. Motion carried with unanimous approval.

Resolution 2297 - Approval of Homeownership Program Account Write offs for month ending May 31, 2018:

Chair Colvert called for the motion to approve. Commissioner Martin so moved; Vice Chair Dingwell-Keckritz seconded. Motion carried with unanimous approval.

Resolution 2298 - Approval to open the Public Housing two-bedroom waiting list:

Mr. Burks stated the Public Housing two bedroom waiting list will open August 2-3, 2018 for pre-applications; that list currently has 80 applicants. Commissioner King asked about the location of two bedroom properties. CSHA properties are scattered throughout Colorado Springs. Mr. Burks also reminded the body that the Section 8 waiting list is scheduled to open for pre-applications July 5-6, 2018. Commissioner Martin asked how many applications would be accepted; the Authority accepts all online pre-applications received during the open period.

Chair Colvert called for the motion to approve. Vice Chair Dingwell-Keckritz so moved; Commissioner King seconded. Motion carried with unanimous approval.

Resolution 2299 - Approval for one IT employee to attend the 2018 International User Conference in Atlanta, GA October 14-18, 2018:

Following brief discussion, Chair Colvert called for the motion to approve. Commissioner Martin so moved; Commissioner Phillips seconded. Motion carried with unanimous approval.

VI. EXECUTIVE DIRECTOR'S REPORT:

1. Tax Credit Property slide presentation:

Mr. Wright discussed two properties that are nearing completion: *Copper Range Apartments*, and *Traditions at Colorado Springs*. Both properties are located in northeast Colorado Springs with Copper Range Apartments offering 240 affordable multi-family units and Traditions at Colorado Springs offering affordable senior housing. Additionally, Mr. Wright discussed another tax credit development, *Valley View Apartments*, located in Woodland Park.

2. PHAS:

Mr. Wright presented HUD's final score for 2017. The Authority achieved a score of 95 out of 100, the highest score in over five years. Mr. Wright pointed out various line items in the PHAS report.

3. Cap Fund:

Mr. Wright stated the Authority has obligated 100% of the 2017 Cap Fund. During the last five years, the Authority has been committed to not having more than two Cap Fund projects open at one time.

This concluded Mr. Wright's report.

VII. OLD BUSINESS:

There was no Old Business to come before the Board.

VIII. NEW BUSINESS/OTHER BUSINESS TO COME BEFORE THE BOARD:

There was no New Business or Other Business to come before the Board.

IX. EXECUTIVE SESSION:

At 3:08PM, Chair Colvert called for the motion to adjourn Regular Session and move to Executive Session to discuss property development and personnel issues. Vice Chair Dingwell-Keckritz so moved; Commissioner Phillips seconded. Motion carried with unanimous approval.

X. ADJOURNMENT:

At 4:06PM, Chair Colvert called for the motion to adjourn Executive Session and return to Regular Session. Commissioner King so moved; Commissioner Laning seconded. Motion carried with unanimous approval.

BRIAN COLVERT, CHAIR

CHAD E. WRIGHT, SECRETARY