

MINUTES

On the 15th day of February 2024 at 2:30PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session at 831 S. Nevada Ave., Colorado Springs, CO 80903.

I. ROLL CALL:

The following members of the body attended:

COMMISSIONERS: Eddie Rodriguez, Vice Chair (Via call-in)
Cathi Sullivan, Commissioner
Jesse Spaeth, Commissioner
John Vasilakis, Commissioner (Via call-in)
Laura Nelson, Commissioner (Via call-in)

STAFF: Trudy Harper, Finance Director
Paul Spencer, Deputy Director
Patrick Hensley, Maintenance Supervisor
Heather Bailey, Section 8 Supervisor
Valerie Switzer, Human Resources Generalist
John Gaster, IT Supervisor

ABSENT: Eric Phillips, Chair
Karen Anderson, Commissioner

VISITORS: Mr. Laning

EX OFFICIO: Chad Wright, Secretary

RECORDING SECRETARY: Katherine Kuchera

II. APPROVAL OF MINUTES:

Due to Chair Phillips' absence, Commissioner Vasilakis was appointed to conduct the meeting. Commissioner Vasilakis called for the motion to approve the minutes of the meeting held January 18, 2024. Commissioner Spaeth so moved; Commissioner Sullivan seconded. The motion passed with unanimous approval.

III. CITIZEN DISCUSSION:

There was no Citizen Discussion.

Commissioner Vasilakis called for questions or comments on 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 January 2024
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

Vice Chair Rodriguez called the following:

B. Finance/Administration: 1. Combined Financials January 2024/Page 3:

Vice Chair Rodriguez inquired about the COCC's (Central Office Cost Center) high profit for the month of January. Ms. Harper stated that January is a transitional month, with the Authority in the process of closing out 2023. The number will decrease beginning in February.

Vice Chair Rodriguez called the following:

B. Finance/Administration: 2. /Affordable Housing Projects/a. ComCap Asset Management/Page 4:

Vice Chair Rodriguez asked about the increased vacancies for the properties. Mr. Wright stated the current rental market is softening and very competitive with many new properties in the City. Vice Chair Rodriguez asked if lowering the rent would help. Mr. Wright stated we are offering some concessions in market rate units.

This concluded discussion of the Consent Calendar; Commissioner Vasilakis called for the motion to approve; Commissioner Sullivan so moved, and Vice Chair Rodriguez seconded. The motion received unanimous approval.

Staff were excused at 2:35PM. Before proceeding, Mr. Wright introduced Mr. Laning, a former long-time Commissioner.

V. ACTION ITEMS:

Resolution 2584: Approval of Account Write offs for month ending January 2024:

Commissioner Vasilakis called for the motion to approve. Commissioner Spaeth moved so; Vice Chair Rodriguez seconded. The motion passed with unanimous approval.

Resolution 2585: Approval of Home Ownership Account Write offs for month ending January 2024: Commissioner Vasilakis called for the motion to approve. Commissioner Sullivan so moved; Commissioner Spaeth seconded. The motion passed with unanimous approval.

Resolution 2586: Approval to submit annual SEMAP (Section 8 Management Assessment Program) to HUD on or before February 28, 2024: Mr. Spencer provided a brief explanation of the SEMAP (Section 8 Management Assessment Program) noting the 14 indicators that are used during this self-assessment. Mr. Wright added additional information about the system we have in place and the impact SEMAP scoring has on audit scoring. Commissioner Vasilakis called for the motion to approve. Commissioner Sullivan moved so; Commissioner Nelson seconded. The motion was passed with unanimous approval.

VI. EXECUTIVE DIRECTOR'S REPORT:**1. Section 8 Staff:**

Mr. Wright stated the Section 8 staff worked very hard throughout 2023 and continues to do so. As with many employers, recruitment and retention has been challenging and Section 8 staff has met the challenges.

2. Budget Approval:

Mr. Wright stated that as of this date, the federal budget is still not approved. We aren't receiving much information. As stated in January, if Congress adopts a budget with a reduction in funding, the Authority will have a larger reduction for the balance of the year due to the "surplus" funding of the first six months. Commissioner Spaeth asked if 2024 being an election year is impacting approval of the budget. Mr. Wright stated that it is, and we will continue to do what is needed. Commissioner Sullivan asked what would happen if Congress does not approve a budget and the government operates on a CR (Continuing Resolution) for the remainder of the year. Mr. Wright stated it could mean a larger cut to our programs.

3. Development Project:

Mr. Wright briefly discussed the development process for the Institute Project which was recently awarded Tax Credits.

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 or Other Business to come before the Board.

IX. EXECUTIVE SESSION:

There was no Executive Session.

X. ADJOURNMENT:

There being no further business, Commissioner Vasilakis called for the motion to adjourn the Regular Session at 2:50PM. Commissioner Spaeth moved so; Commissioner Sullivan seconded. Motion carried with unanimous approval.


JOHN VASILAKIS, COMMISSIONER
CHAD WRIGHT, EXECUTIVE DIRECTOR