

## MINUTES

On the 17th day of April 2025, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session at 831 S. Nevada Ave., Colorado Springs, CO 80903.

Due to Chair Rodriguez's absence, Vice Chair Spaeth called the meeting to order at 2:47PM.

### **I. ROLL CALL:**

The following members of the body attended:

COMMISSIONERS:	Jesse Spaeth, Vice Chair Laura Nelson, Commissioner Aimee Cox, Commissioner Cathi Sullivan, Commissioner
STAFF:	Paul Spencer, Deputy Director Peter Carlson, Finance Director John Gaster, IT Supervisor Heather Bailey, Section 8 Supervisor Valerie Switzer, HR Generalist
ABSENT:	Eddie Rodriguez, Chair Karen Anderson, Commissioner Chad Wright, Secretary
VISITORS:	No visitors
EX OFFICIO:	Paul Spencer (in Chad Wright's absence)
RECORDING SECRETARY:	Katherine Kuchera

### **II. APPROVAL OF MINUTES:**

Vice Chair Spaeth called for the motion to approve the minutes of the March 20, 2025, meeting as presented. Commissioner Sullivan so moved; Commissioner Cox seconded. Motion carried unanimously.

### **III. CITIZEN DISCUSSION:**

There was no Citizen Discussion.

Vice Chair Spaeth 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 March 2025
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

Commissioner Cox asked for additional information of the following items in the monthly reports contained in the Consent Calendar:

1. **Project Housing Development/Capital Grants**
2. **B./Finance/Administration/1. Combined Financials March 2025/P. 3 Tax Credit Partnerships**
3. **B./Finance/Administration/2. Affordable Housing Projects/a. Com Cap Managed Properties/P4. Total Cash Balances**
4. **B./Finance/Administration/4./Accounts Payable – Payment Detail Report/PP.7 & 8**
5. **B./Finance/Administration/5./Information Technology/P. 10 Applicants and CSHA website activity**
6. **C./Operations/3/Section 8/a./Housing Choice Vouchers Leasing Data Impact of the recent pause on voucher holders searching for units**
7. **C./Operations/4./Asset Management/a. Public Housing Occupancy Report/Managed Properties/P. 17**
8. **C./Operations/4./Asset Management/b/PHAS Scoring Update/P. 17**
9. **Action Items/Account Write Offs/P. 20**

Following questions/answers about the above items, Vice Chair Spaeth called for the motion to approve the calendar. Commissioner Cox so moved; Commissioner Sullivan seconded. Motion carried with unanimous approval.

#### **V. ACTION ITEMS:**

**Resolution 3039:** Approval of Account Write offs for month ending March 31, 2025

The body discussed the processes in tenants vacating properties, whether by eviction or voluntary move out. Members also discussed trends; Commissioner Nelson noted there are intervals of the year when evictions increase or decrease.

**Resolution 3040:** Approval of Homeownership Program Write offs for month ending March 31, 2025

Vice Chair Spaeth called for the motion to approve Resolutions 3039 and 3040.

Commissioner Sullivan so moved; Commissioner Cox seconded. The resolutions were approved unanimously.

Staff were excused at 3:15PM.

**VI. EXECUTIVE DIRECTOR'S REPORT:**

**1. Tax Credit Bonds/Homewood Point Phase II:**

In Mr. Wright's absence, Mr. Spencer provided updates on the tax credit project. The closing took place, and the bonds were priced April 17. Construction of the project will begin in the immediate future.

**2. EHV (Emergency Housing Vouchers):**

Mr. Spencer provided information on the status of the funding for the program. As of April 15, HUD had not provided a firm dollar amount, and it appears the wait will continue into May. As with last month, the program is in a holding pattern. Currently there are about 68 voucher holders. Final funding from HUD will determine how long the program will continue; when it began, it was slated to last through 2035.

Commissioner Cox stated she hopes the vouchers can continue by securing other funding when the HUD dollars run out.

**VII. OLD BUSINESS/OTHER/BUSINESS:**

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

**VIII. NEW BUSINESS:**

Commissioner Nelson stated that she will send the monthly Apartment Association report to the Board.

**IX. EXECUTIVE SESSION:**

At 3:27PM, Vice Chair Spaeth called for the Board to convene in Executive Session for the purpose of discussing time sensitive real estate and legal matters. Commissioner Sullivan so moved; Commissioner Nelson seconded. Motion carried with unanimous approval.

**X. ADJOURNMENT:**

At 3:47PM,, Vice Chair Spaeth called for the motion to adjourn Executive Session and re-convene in Regular Session. Commissioner Nelson so moved; Commissioner Cox seconded, and the motion carried unanimously.

At 3:49, the Board re-convened in Regular Session to discuss applications for the open position on the Board. After review, the members agreed to send four names to the Mayor's office for consideration.

There being no further business to come before the Board, Vice Chair Spaeth called for the motion to adjourn Regular Session. Commissioner Coxso moved; Commissioner Nelson seconded. Motion carried unanimously.

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JESSE SPAETH, VICE CHAIR

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PAUL SPENCER, DEPUTY DIRECTOR