

MINUTES

On the 21st day of March 2019 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:

Paul Spencer, Deputy Director
Trudy Harper, Finance Director
Jeff Kunkle, I.T. Manager
Nadine Garcia, Section 8 Manager
Kelly Padilla, Human Resources Manager
Patrick Hensley, Maintenance Supervisor

ABSENT:

Steve Powell, Commissioner

VISITORS:

Mr. Steve Posey,
City of Colorado Springs

EX OFFICIO:

Chad E. Wright, Secretary

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 February 21, 2019 as presented. Commissioner Martin so moved; Commissioner Laning 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

Commissioner Laning called the following:

B. Finance/Administration; 2. Affordable Housing Projects; a. ComCap Asset Management (Page 7)

Commissioner Laning referred to the report, asking about the increase in the vacancy rate at the Firtree Apartments over past months. Mr. Wright stated rent for the restricted units was raised, however, the rate is being reduced to encourage increased occupancy of the restricted units. Mr. Wright also said the market in Colorado Springs is softening with a 6% vacancy rate for the 1st quarter. Commissioner Laning asked if the Firtree property is in good condition; Mr. Wright confirmed it is.

This concluded discussion of the Consent Calendar and staff was excused.

V. ACTION ITEMS:

Resolution 2335: Approval of 2019 Flat Rents Effective June 1, 2019:

Following brief explanation by Mr. Spencer, Chair Colvert called for the motion to approve. Commissioner Martin so moved; Vice Chair Dingwell-Keckritz seconded. Motion carried with unanimous approval.

Resolution 2336: Approval of Account Write offs for Home Ownership Program for month ending February 2019:

Vice Chair Dingwell-Keckritz clarified the collection balance as the amount owed to the Authority. Chair Colvert called for the motion to approve. Commissioner Laning so moved; Commissioner Martin seconded. Motion carried with unanimous approval.

Resolution 2337: Approval of Account Write offs for Vacated Accounts for month ending February 2019:

Vice Chair Dingwell-Keckritz clarified the criteria for placing accounts in collections. Chair Colvert called for the motion to approve. Commissioner Laning so moved; Vice Chair Dingwell-Keckritz seconded. Motion carried with unanimous approval.

Resolution 2338: Approval of out of state travel to the 2019 NAHRO Mountain Plains Conference in Billings, MT June 17-19, 2019.

Chair Colvert called for the motion to approve. Commissioner Laning so moved; Commissioner Phillips seconded. Motion carried with unanimous approval.

Resolution 2339: Approval of out of state travel to the 2019 NAHRO Summer Conference in Boston, MA July 11-13, 2019:

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

Resolution 2340: Approval of out of state travel to the 2019 NAHRO National Conference in San Antonio, TX October 10-12, 2019:

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

Following approval of Resolutions 2338-2340, there was brief discussion regarding the value in sending people to out of state conferences.

Resolution 2341: Approval of Revisions to the Public Housing Lease – Part II:

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

VI. EXECUTIVE DIRECTOR'S REPORT:

1. CHFA Visit to Colorado Springs:

Mr. Wright stated CHFA staff from Denver visited Colorado Springs earlier in the month to become acquainted with the local market. Mr. Wright stated the meeting was productive in demonstrating to CHFA the need for additional affordable housing. Commissioner King enquired as to how affordability is determined. Affordability can vary by HUD standards.

2. 2019 Colorado Housing Profile:

Mr. Wright referred to the report included in packets, briefly discussing the information provided.

This concluded the Executive Director's report.

VII. OLD BUSINESS:

There was no Old Business to come before the Board.

VIII. NEW BUSINESS/OTHER BUSINESS:

Commissioner Phillips stated he plans to provide a Census update at the April meeting.

IX. EXECUTIVE SESSION:

At 3:11 PM, Chair Colvert called for the motion to adjourn Regular Session and convene in Executive Session. Commissioner Laning so moved; Vice Chair Dingwell-Keckritz seconded. Motion carried with unanimous approval.

Guests were excused.

Executive Session convened at 3:11 PM to discuss property development.

At 3:47 PM, Chair Colvert called for the motion to adjourn Executive Session and reconvene in Regular Session. Commissioner King so moved; Commissioner Laning seconded. Motion carried with unanimous approval.

Miscellaneous Discussion:

Chair Colvert called for a motion to approve the Authority providing a letter of support for the *Creek at Cottonwood* project.

X. ADJOURNMENT:

At 3:55PM, Chair Colvert called for the motion to adjourn Regular Session. Commissioner Martin so moved; Vice Chair Dingwell-Keckritz seconded. Motion carried with unanimous approval.

BRIAN COLVERT, CHAIR

CHAD WRIGHT, SECRETARY