

## MINUTES

On the 20<sup>th</sup> day of February 2020 at 2:30PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session at the Colorado Springs Housing Authority at 831 S. Nevada Avenue in Colorado Springs, Colorado 80903.

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

The following members of the body attended:

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

Chair Colvert called the Regular Meeting of the Board of Commissioners to order at 2:34 PM.

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

Chair Colvert called for the motion to approve the minutes of the Regular Meeting of January 16, 2020 as presented. Commissioner Laning so moved; Commissioner Powell seconded. Motion carried with unanimous approval.

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

Chair Colvert called for Citizen Discussion. Ms. Duarte asked if CSHA is planning to submit comment on the new Fair Housing Rule. Mr. Wright stated he had not decided and offered to discuss it with her later.

Ms. Duarte stated there would be a workshop (date to be determined) that addresses working with tenants to avoid evictions. Ms. Duarte inquired if a CSHA employee would be available to participate in the workshop. Mr. Spencer stated he will meet with Ms. Duarte to discuss further.

This concluded 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:*

**Page 3: B. Finance/Administration/1/ Combined Financials 2020:**

Commissioner Laning asked about the increase in Dwelling Rent for the current period, noting the variance under State/Local. He asked if the Authority increases rents on the affordable units. Mr. Wright stated rents in some properties did not increase for many years. CSHA has recently increased rents in small increments to not put undue hardship on tenants. Additionally, properties at market rent can sustain increases as the market bears. Should vacancies go up, rents could go down.

*Mr. Wright called the following:*

◇ **Page 21: C. Operations/4. Asset Management/2. PHAS Scoring:**

Mr. Wright noted the PHAS score of 91 and stated the lower score is due to year end numbers. The score should increase as we move forward in 2020. Commissioner King asked if the score dropped in January 2019; Mr. Wright said if the score declines, it typically would do so in January.

This concluded discussion of the Consent Calendar.

Staff was excused at 2:42PM.

**V. ACTION ITEMS:**

***Resolution 2385: Approval of write offs of vacated Homeownership Program accounts for month ending January 31, 2020:***

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

***Resolution 2386: Approval of account write offs for month ending January 31, 2020.***

Commissioner Powell asked for clarification of the difference between an eviction and management asking a tenant to move out. Mr. Spencer explained when deemed a better option, a tenant may opt to leave a property voluntarily without having an eviction on their record. Chair Colvert called for the motion to approve. Commissioner Powell so moved; Commissioner Laning seconded. Motion carried with unanimous approval.

***Resolution 2387: Approval to open the Waiting List for Conventional Public Housing 3-4 bedroom and Elderly/disabled 1 bedroom:***

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

***Resolution 2388: Approval to submit the 2019 SEMAP Certification to HUD:***

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

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

**1. Shook's Run Update:**

Mr. Wright provided the following information on the project:

1. We are close to finalizing the construction loan with U.S. Bank
2. Construction drawings are nearly complete
3. Anticipate breaking ground June 1

**2. Budget:**

Mr. Wright reported the Authority will receive less funding in the Public Housing operating subsidy and more in the Capital Fund. Commissioner King asked if this impacts the Centennial Plaza Apartments; Mr. Wright stated no since CPA is not a public housing property. Mr. Wright also stated a REAC Inspection was in process at the CPA, hoping for results shortly. Mr. Wright commended the maintenance staff for their hard work in preparing for REAC Inspections, noting the inspections are more aggressive than in the past. AMP 1 will undergo an inspection in March.

**VII. OLD BUSINESS:**

There was no Old Business to come before the Board.

**VIII. NEW BUSINESS/OTHER BUSINESS:**

There was no New Business to come before the Board.

At 2:57PM, Chair Colvert called for the motion to adjourn Regular Session and convene in Executive Session. Commissioner King so moved; Commissioner Powell seconded. Motion carried.

**IX. EXECUTIVE SESSION:**

Executive Session convened at 2:58PM to discuss property development.

**X. ADJOURNMENT:**

At 4:15PM, Chair Colvert called for the motion to adjourn Executive Session and re-convene in Regular Session. Commissioner King so moved; Commissioner Laning seconded. Motion carried.

There being no other business to come before the Board, Chair Colvert called for the motion to adjourn Regular Session at 4:15PM. Commissioner Powell so moved; Commissioner Laning seconded. Motion carried.

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BRIAN COLVERT, CHAIR

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CHAD WRIGHT, SECRETARY