

MINUTES

On the 17th day of June 2021 at 2:30PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session via tele-conference.

I. **ROLL CALL:**

The following members of the body attended:

COMMISSIONERS:	Cheryl Dingwell-Keckritz, Vice Chair Jesse Spaeth, Commissioner Eddie Rodriguez, Commissioner John Vasilakis, Commissioner Sharon King, Commissioner Eric Phillips, Commissioner
STAFF:	Paul Spencer, Deputy Director
EXCUSED:	Brian Colvert, Chair Trudy Harper, Finance Director Patrick Hensley, Maintenance Supervisor Nadine Garcia, Section 8 Supervisor Jeff Kunkle, IT Manager Valerie Switzer, Human Resources Generalist
ABSENT:	None
VISITORS:	No visitors
EX OFFICIO:	Chad Wright, Secretary
RECORDING SECRETARY:	Katherine C. Kuchera

II. **APPROVAL OF MINUTES:**

After calling the meeting to order at 2:35PM, Vice Chair Dingwell-Keckritz called for the motion to approve the minutes of the Regular Meeting of May 20, 2021, as presented. Commissioner Spaeth so moved; Commissioner Rodriguez seconded the motion. Motion carried with unanimous approval.

III. **CITIZEN DISCUSSION:**

There was no Citizen Discussion.

Vice Chair Dingwell-Keckritz 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
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 Dingwell-Keckritz called the following:

A. Housing Project Development/1. Modernization/ Page 1:

Vice Chair Dingwell-Keckritz asked for clarification on Capital Fund projects at the Acacia Park Apartments and the ADA remodel projects at two properties.

Mr. Spencer addressed the question regarding the ADA remodels, saying that the Authority is required to provide a certain number of ADA units for elderly and disabled to remain in compliance. This is an ongoing process.

Mr. Wright addressed the question regarding the Acacia and the improvements being made. He referenced the history of the Physical Needs Assessment on the Acacia which was completed in 2018. At the time, we were told the property met the criteria for obsolescence to qualify for disposition, and later we were told we did not meet definition of obsolescence. The Authority did not want the property to further deteriorate so with grant money and capital funds we can make necessary improvements and repairs. The property will remain in our portfolio for the foreseeable future.

This concluded discussion of the Consent Calendar; Vice Chair Dingwell-Keckritz called for a motion to approve the Consent Calendar. Commissioner Vasilakis so moved; Commissioner King seconded. Motion carried with unanimous approval.

V. ACTION ITEMS:

Resolution 2462: Approval to of account write offs for period ending May 31, 2021:

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

Resolution 2463: Approval of account write offs for the Homeownership Program for the period ending May 31, 2021:

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

Resolution 2464: Approval to open the Section 8 Waiting List for preapplications for the period July 13-14, 2021:

Following brief discussion, Vice Chair Dingwell-Keckritz called for the motion to approve. Commissioner King so moved; Commissioner Phillips seconded. The motion carried with unanimous approval.

VI. EXECUTIVE DIRECTOR'S REPORT:

1. Section 8 Waiting List Opening:

Mr. Wright reminded the body of the opening of the Section 8 Waiting List July 13-14. Typically, the Authority receives more than 2,000 applications. The waiting list is purged each year prior to the new application period.

2. Shook's Run Update:

Mr. Wright stated the project has made up for earlier delays and at this point, a mid to late October completion is possible.

3. Emergency Housing Vouchers:

It was reported that Mr. Spencer and Ms. Garcia were working on the Memorandum of Understanding (MOU). Commissioner King inquired about the market and landlords accepting the vouchers. This could be challenging due to the population the vouchers will serve. Mr. Spencer stated the MOU will outline the details including need for supportive services. Mr. Wright followed by stating the program will change as it goes along due to the type of the vouchers being offered.

4. Katherine Bates Apartments renovation update:

The building is currently undergoing a large renovation with the installation of new windows and siding. The changes have had a positive impact.

This concluded the Executive Director's Report.

Before proceeding with the meeting agenda, Vice Chair Dingwell-Keckritz asked about maintenance work orders.

Consent Calendar/P.2/Housing Project Development/2. Maintenance/a. Housing Authority Work Order Totals

Mr. Spencer stated that emergency work orders are completed first, followed by the call ins. Additionally, the HA inspector calls in work orders. Due to staffing shortages, the Authority is struggling to complete the call-in orders. Commissioner King stated she hasn't heard complaints from residents of the Centennial Plaza Apartments.

VII. OLD BUSINESS:

There was no Old Business to come before the Board.

VIII. NEW BUSINESS/OTHER BUSINESS:

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

At 3:05PM, Vice Chair Dingwell-Keckritz called for the motion to adjourn from Regular Session and convene in Executive Session. Commissioner Spaeth so moved; Commissioner King seconded. Motion carried with unanimous approval.

IX. EXECUTIVE SESSION:

At 3:05PM Executive Session convened for the purpose of discussing property development.

At 3:20PM, Vice Chair Dingwell-Keckritz called for the motion to adjourn Executive Session and reconvene in Regular Session. Commissioner Vasilakis so moved; Commissioner King seconded; motion carried with unanimous approval and the Board reconvened in Regular Session.

X. ADJOURNMENT:

There being no further business to come before the Board, Chair Vice Chair Dingwell-Keckritz called for the motion to adjourn Regular Session. Commissioner King so moved; Commissioner Vasilakis seconded. Motion carried with unanimous approval; the Board adjourned at 3:22PM.

CHERYL DINGWELL-KECKRITZ, VICE-CHAIR

CHAD WRIHT, SECRETARY