

MINUTES

On the 19th day of August 2021 at 2:30PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session.

I. ROLL CALL:

The following members of the body attended:

COMMISSIONERS:

Brian Colvert, Chair
Cheryl Dingwell-Keckritz, Vice Chair
Jesse Spaeth, Commissioner
Eddie Rodriguez, Commissioner
John Vasilakis, Commissioner
Eric Phillips, Commissioner

STAFF:

Paul Spencer, Deputy Director

EXCUSED:

Trudy Harper, Finance Director
Patrick Hensley, Maintenance Supervisor
Nadine Garcia, Section 8 Supervisor
Jeff Kunkle, IT Manager
Valerie Switzer, Human Resources Generalist

ABSENT:

Sharon King, Commissioner

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, Chair Colvert called for the motion to approve the minutes of the Regular Meeting of June 17, 2021, as presented. Commissioner Spaeth so moved; Commissioner Rodriguez seconded the motion. Motion carried with unanimous approval.

III. CITIZEN DISCUSSION:

The Board was notified of an email the Authority received from representatives of the Hillside Community who expressed interest in the new Shook's Run Apartments. The members directed Mr. Wright to reply to questions relating to project completion, applications, etc.

Chair Colvert 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
 6. Quarterly Fraud Report (April -June 2021)
- 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

There were no questions about the calendar.

V. ACTION ITEMS:

Resolution 2468: Approval of account write offs for period ending July 31, 2021

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

Resolution 2469: Approval of Homeownership bad debts for period ending July 31, 2021.

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

VI. EXECUTIVE DIRECTOR'S REPORT:

1. 2022 Budget Update:

Mr. Wright stated the consensus is we will again have a Continuing Resolution as the budget year ends September 30 and Congress does not have a budget. The CSHA is required to submit its 2022 Operating Budget to HUD by December. The Authority is preparing the budget; thus far it appears we may receive modest additional funding; however, we monitor closely and continue to budget conservatively. Mr. Wright stated the CSHA budget will be sent to the Board prior to the September meeting.

2. U.S. Bank:

Mr. Wright stated every two years U.S. Bank conducts a review of the Authority's financial practices. The bank reviews our properties, audits, and budgets. We received an excellent evaluation.

3. Shook's Run:

Mr. Wright stated completion of the project is still slated for late October, however, with recent delays and product shortages, it will likely be November. Leasing information is available, and several units are pre-leased. Vice Chair Dingwell-Keckritz inquired about the budget, Mr. Wright stated the project is on budget due in part to locking in costs of materials prior to the current rate of inflation.

4. Maintenance Department:

The maintenance staff has been putting on Maintenance Rodeo sessions which offer a great way to have employees interact in a team setting while gaining valuable training. Mr. Spencer discussed the teams and positive results. Maintenance Supervisor Patrick Hensley and his staff have been coordinating the events over the past two months and have received support from many of our vendors who have donated prizes, gift cards, and breakfast for participants. The training sessions are team competitions where teams are timed in conducting typical repairs and installations at workstations the maintenance staff builds.

5. Rehabbed Properties:

The CSHA recently updated several properties including the Casa de Cerro and Katherine Bates Apartments. Mr. Wright presented a slide show highlighting new siding, stucco, and windows. He went on to compliment the great work by the maintenance staff, architects, and contractors in keeping the properties in excellent condition.

This concluded the Executive Director's Report.

VII. OLD BUSINESS:

1. Homeless Vouchers:

Commissioner Rodriguez asked for a status update on the Emergency Homeless Vouchers. The authority is partnering with Homeward Pikes Peak and the Springs Rescue Mission and the M.O.U (*Memorandum of Understanding*) is in place. Mr. Spencer provided more detailed information, stating the program is gaining some traction providing housing for some homeless people.

2. New Board Packet:

Chair Colvert requested that the streamlined monthly board packet (developed prior to the COVID-19 Pandemic) be presented at the September meeting, alongside the current format. Mr. Wright stated we currently have a sample of a streamlined version, and we can send that to the Board via email prior to next month's meeting. If approved, we can change over to a more streamlined format for September. Commissioner Phillips commented on the importance of not eliminating important features.

VIII. NEW BUSINESS/OTHER BUSINESS:

Vice Chair Dingwell-Keckritz informed the Board that she is now part of a NAHRO advocacy group whose goal is to gain more funding and to integrate affordable housing into the upcoming infrastructure bills in Congress.

Commissioner Vasilakis asked about the process for various non-profit organizations that obtain property to build affordable housing projects. Mr. Wright replied stating the question would be addressed during Executive Session.

At 3:10 PM, Chair Colvert called for the motion to adjourn from Regular Session and convene in Executive Session. Vice Chair Dingwell-Keckritz so moved; Commissioner Rodriguez seconded. Motion carried with unanimous approval.

IX. EXECUTIVE SESSION:

At 3:14PM Executive Session convened for the purpose of discussing property development.

At 4:09 PM, Chair Colvert called for the motion to adjourn Executive Session and reconvene in Regular Session. Vice Chair Dingwell-Keckritz so moved; Commissioner Spaeth seconded; the 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 Colvert called for the motion to adjourn Regular Session. Commissioner Rodriguez so moved; Commissioner Spaeth seconded. Motion carried with unanimous approval; the Board adjourned at 4:10PM.

BRIAN COLVERT, CHAIR

CHAD WRIHT, SECRETARY