

MINUTES

On the 17th day of February 2022 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: John Vasilakis, Commissioner
Jesse Spaeth, Commissioner
Sharon King, Commissioner
Cathi Sullivan, 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: Brian Colvert, Chair
Eric Phillips, Commissioner
Eddie Rodriguez, Commissioner

VISITORS: No visitors

EX OFFICIO: Chad Wright, Secretary

RECORDING SECRETARY: Katherine C. Kuchera

Commissioner Vasilakis volunteered to chair the meeting due to Chair Colvert's absence.

The Oath of Office was administered to incoming Commissioner Cathi Sullivan.

II. APPROVAL OF MINUTES:

After calling the meeting to order at 2:34PM, Commissioner Vasilakis called for the motion to approve the minutes of the Regular Meeting of January 20, 2022, as presented. Commissioner Spaeth so moved; Commissioner King seconded. Motion carried with unanimous approval.

III. CITIZEN DISCUSSION:

There was no Citizen Discussion

Commissioner Vasilakis called for discussion on the Consent Calendar.

IV. CONSENT CALENDAR

A. Finance/Administration

1. Combined Financials January 2022
2. Affordable Housing Projects (Managed Properties Leasing Data)
3. Loan Payments
4. Accounts Payable - Payment Detail Report

B. Operations

1. Section 8
 - a. Housing Choice Vouchers - Leasing Data
 - b. Special Programs and Homeownership Program
2. Asset Management
 - a. Public Housing Occupancy Report/Managed Properties Key Performance Indicators

Commissioner Vasilakis called the following:

B. Operations/2. Asset Management/a. (Page 9) Key Performance Indicators:

Commissioner Vasilakis inquired about the low Accounts Payable on Key Performance Indicators. Mr. Wright stated two reasons: (1) all insurance policies were due in January and (2) there were several large repairs at properties. Since Congress has not passed a budget for 2022, there is no Capital Fund, therefore, the costs for the repairs were taken from the AMPS. Mr. Wright said it will level out once the Federal Budget is approved.

This concluded discussion of the Consent Calendar.

V. ACTION ITEMS:

Resolution 2495: Approval to open the Public Housing Waiting Lists for selected projects. Mr. Spencer explained the process. **Signature only; resolution approved via electronic vote February 4, 2022.**

Resolution 2496: Approval of account write offs for month ending January 31, 2022. Commissioner Spaeth asked about the cumulative balance and collections. Mr. Spencer and Mr. Wright discussed the collections process. Commissioner Vasilakis called for the motion to approve. Commissioner Spaeth so moved; Commissioner King seconded. Motion carried with unanimous approval.

Resolution 2497: Approval of Home Ownership write off accounts for month ending January 31, 2022. Mr. Spencer gave a brief explanation. Commissioner King asked the reason for the monthly resolution on the Home Ownership Program; Mr. Wright stated it is routine for the auditors. Commissioner Vasilakis called for the motion to approve. Commissioner Spaeth so moved; Commissioner Sullivan seconded. Motion carried with unanimous approval.

Resolution 2498: Approval to submit annual SEMAP (Section 8 Management Assessment Program) to HUD on or before February 28, 2022. Mr. Spencer stated the SEMAP is a "score card" indicating how the Section 8 Program is operating. Mr. Wright stated CSHA monitors the indicators monthly. Commissioner Vasilakis called for motion to approve. Commissioner King so moved; Commissioner Spaeth seconded. Motion carried with unanimous approval.

VI. EXECUTIVE DIRECTOR'S REPORT:

1. Federal Budget:

We are going into six months without an approved Operating Budget. As a refresher, Mr. Wright stated the Authority is required to submit its budget by year end and, as in the past eight years, we are conservative with our budget preparation. We learned earlier we could see a percentage reduction in funding, while some bills that went through Appropriation Committees show an increase in funding levels for the 2022 Operating Budget.

2. Budget Outlook Meeting:

Mr. Wright stated he recently participated in a session presented by Nova Grad, a financial services firm specializing in Affordable Housing. The presenter stated that the expectation for this industry going forward (2023 and beyond), is that funding levels will decline for

PHAs and if inflationary levels continue to rise, the willingness to spend will decrease. Commissioner Spaeth asked about government offset. Mr. Wright stated the Section 8 and Public Housing programs are closed systems in terms of income; we have more flexibility to increase rents on the managed properties. Discussion on supply and demand of affordable housing, evictions, etc. continued.

3. Tax Credit Application:

Mr. Wright stated the Authority submitted its Tax Credit Application on February 1 for the Village at Homewood Point Apartments – Phase II, Building A (903 East Colorado Avenue). Over 30 other housing authorities and various non-profit organizations submitted applications. Mr. Wright stated our application is strong and the location of the project is great, however, it is uncommon to receive approval the first time. We will probably hear by mid-May; in the meantime, we continue work on the preparations, so we are ready to proceed once Tax Credits are awarded.

VII. EXECUTIVE SESSION:

The Board did not convene in Executive Session.

VIII. OLD BUSINESS:

There was no old business to come before the Board.

IX. NEW BUSINESS/OTHER BUSINESS TO COME BEFORE THE BOARD:

1. Election of Officers:

Commissioner Spaeth asked about the election of officers for the Board. Mr. Wright stated that officers are elected in April at the Annual Meeting.

2. Re-opening of CSHA:

Commissioner Spaeth asked when CSHA will re-open to the public. Mr. Wright stated managers are beginning the process of transitioning to open by appointment only. Mr. Wright also said that due to improvements that were put into place prior to the Pandemic, the Authority has streamlined older, outdated procedures, making it possible for us to continue to provide all services to clients. Additionally, the public housing staff meets with clients as needed. Discussion proceeded about the following:

- A. HA offices: size, space required, etc. Mr. Wright stated we can't have all staff at one location at this time.
- B. Commissioner Vasilakis suggested the Board come together in support of the CSHA opening by the April Board Meeting (in 60 days) and develop policies that are mindful of employees.
- C. Additionally, the question was raised regarding security service when we re-open. Mr. Wright also provided information about security costs for both buildings.
- D. Commissioner Vasilakis stated that although we are providing the needed services, opening is about public perception.

X. ADJOURNMENT:

At 3:42PM, Commissioner Vasilakis called for the motion to adjourn Regular Session. Commissioner King so moved; Commissioner Spaeth seconded. Motion carried with unanimous approval.

JOHN VASILAKIS, COMMISSIONER

CHAD WRIGHT, SECRETARY