

MINUTES

On the 19th day of January 2023 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:	Eric Phillips, Chair Eddie Rodriguez, Vice Chair Jesse Spaeth, Commissioner John Vasilakis, Commissioner Laura Nelson, Commissioner
STAFF:	Paul Spencer, Deputy Director Jeff Kunkle, IT Supervisor Valerie Switzer, Human Resources Generalist
EXCUSED:	Trudy Harper, Finance Director Patrick Hensley, Maintenance Supervisor Nadine Garcia, Section 8 Supervisor Cathi Sullivan, Commissioner Karen Anderson, Commissioner
VISITORS:	Ms. Kelly, CSHA Employee Ms. Reese, CSHA Employee
EX OFFICIO:	Chad Wright, Secretary
RECORDING SECRETARY:	Katherine Kuchera

Chair Phillips called the meeting to order at 2:36 PM.

II. APPROVAL OF MINUTES:

Chair Phillips called for the motion to approve the minutes of the November 17, 2022 Regular Meeting as presented. Commissioner Spaeth so moved; Commissioner Vasilakis seconded. The motion carried with unanimous approval.

III. CITIZEN DISCUSSION:

There was no Citizen Discussion.

Chair Phillips 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 December 2022
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 (4th Quarter October – December 2022)
- 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

No questions were raised; Chair Phillips called for the motion to approve the Consent Calendar as presented. Commissioner Vasilakis so moved; Vice Chair Rodriguez seconded. Motion carried with unanimous approval.

V. ACTION ITEMS:

Resolution 2531: Approval of Account Write offs for month ending November 2022

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

Resolution 2532: Approval of Home Ownership Account Write offs for month ending November 2022

Chair Phillips called for the motion to approve. Vice Chair Rodriguez so moved; Commissioner Vasilakis seconded. Motion carried with unanimous approval.

Resolution 2533: Electronic Approval/Signature Only

Due to its time sensitive deadline, this resolution was passed with unanimous approval by electronic vote in December.

Resolution 2534: Approval of the Sunshine Open Meeting Act for 2023

Following brief discussion, Chair Phillips called for the motion to approve. Commissioner Nelson so moved; Vice Chair Rodriguez seconded. Motion carried with unanimous approval.

Resolution 2535: Approval of Home Ownership Account Write offs for month ending December 2022

Chair Phillips called for the motion to approve. Commissioner Spaeth so moved; Commissioner Nelson seconded. The motion carried with unanimous approval.

Resolution 2536: Approval of Account Write offs for month ending December 2022

Following brief discussion, Chair Phillips called for the motion to approve. Vice Chair Rodriguez so moved; Commissioner Nelson seconded. Motion carried with unanimous approval.

Commissioner Spaeth asked for clarification on two items on the Consent Calendar:

B. Finance/Administration/ (1) Combined Financials/Page 3:

Regarding the YTD Profit and Loss and specifically the variance for The Creek at Cottonwood. Mr. Wright stated the agreement for the project is with Pedcor and the fee structure is different than it is with similar projects. The CSHA received an upfront fee, however, the project is currently behind schedule due to construction delays, therefore, the payment wasn't made as expected in 2022. It will be made up in 2023.

C. / Operations/4. / Asset Management/b. PHAS Scoring Update/P. 17:

Commissioner asked about the Physical indicator score of 33. Mr. Wright provided clarification of the inspection process and the transition from the old REAC format to the INSPIRE system which will launch later this year.

This concluded discussion of the Consent Calendar.

Chair Phillips asked visitors Ms. Kelly and Ms. Reese to introduce themselves. Staff was excused at 2:53 PM.

VI. EXECUTIVE DIRECTOR'S REPORT:

1. Art Space Project:

Mr. Wright stated the project closed before the end of the year and construction should commence in late spring. He also added that Colorado Springs ranked number 1 in the number of new multi-family units to complete as a percentage of the overall rental inventory in the city in 2023. Commissioner Nelson added there will be equal to or more new units in 2024. She also pointed out that rent prices are going down and vacancies are going up.

2. Shook's Run:

CSHA received the final development fee distribution.

3. Congress:

Mr. Wright spoke to the 2024 budget preparation. With the current state of affairs in Congress, there is reason for concern as discussions include a possible government shut down and potential sequestration. The Authority is working on its approach to 2024 budget preparation.

VII. OLD BUSINESS:

Vice Chair Rodriguez asked about the first-floor leasing status. Mr. Wright stated there are two businesses renting space at this time.

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

Chair Phillips discussed a meeting he went to at the City Attorney's Office regarding the city's election process; a group of citizens filed a lawsuit against the city to have the election date changed from April to November.

IX. EXECUTIVE SESSION:

At 3:09PM, Chair Phillips called for the motion to convene in Executive Session for the purpose of discussing time sensitive real estate and legal matters. Commissioner Vasilakis so moved; Commissioner Spaeth seconded. Motion carried with unanimous approval.

At 4:57PM Chair Phillips called for the motion to adjourn Executive Session. Commissioner Vasilakis so moved; Commissioner Nelson seconded. Motion carried with unanimous approval.

X. ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 4:58PM.

ERIC PHILLIPS, CHAIR

CHAD WRIGHT, EXECUTIVE DIRECTOR