

MINUTES

On the 16th day of February 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:	Eddie Rodriguez, Vice Chair (via zoom) Jesse Spaeth, Commissioner John Vasilakis, Commissioner Cathi Sullivan, Commissioner (via zoom) Karen Anderson, Commissioner (via zoom)
STAFF:	Trudy Harper, Finance Director Paul Spencer, Deputy Director Jeff Kunkle, IT Supervisor Patrick Hensley, Maintenance Supervisor Nadine Garcia, Section 8 Supervisor Valerie Switzer, Human Resources Generalist
EXCUSED:	Eric Phillips, Chair Laura Nelson, Commissioner
VISITORS:	Ms. Kelly, CSHA employee
EX OFFICIO:	Chad Wright, Secretary
RECORDING SECRETARY:	Katherine Kuchera

Vice Chair Rodriguez called the meeting to order at 2:30 PM.

II. APPROVAL OF MINUTES:

Vice Chair Rodriguez called for the motion to approve the minutes of the January 19, 2023, Regular Meeting. Commissioner Spaeth so moved; Commissioner Vasilakis seconded. Motion carried with unanimous approval.

III. CITIZEN DISCUSSION:

There was no Citizen Discussion.

Vice Chair Rodriguez 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 January 2023
 - 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

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

V. ACTION ITEMS:

Resolution 2537: Approval to submit annual SEMAP (Section 8 Management Assessment Program) to HUD on or before February 28, 2023

Mr. Spencer briefly discussed the annual requirement to submit 60 days following the end of the calendar year. Vice Chair Rodriguez called for the motion to approve. Commissioner Spaeth so moved; Commissioner Vasilakis seconded. Motion carried with unanimous approval.

Resolution 2538: Approval of account write offs for the Homeownership Program for the month ending January 2023

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

Resolution 2539: Approval of account write offs for month ending January 2023.

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

Resolution 2540: Approval of partnership with GPR Properties for the development of the Bentley Commons project in southeast Colorado Springs

Mr. Wright updated the Board on the project, detailing some of the changes regarding supply issues, materials costs, financial restructuring, etc., causing delays. Commissioner Spaeth asked about issues regarding fees and cost sharing. Mr. Wright stated he will request additional environmental specific indemnification. Vice Chair Rodriguez called for the motion to approve the CSHA to move forward in the partnership. Commissioner Vasilakis so moved; Commissioner Sullivan seconded. Motion carried with unanimous approval.

Prior to the Executive Director's Report, Vice Chair Rodriguez excused staff.

VI. EXECUTIVE DIRECTOR'S REPORT:

1. National problem with rent collections in Public Housing:

Mr. Wright stated there is a national concern over rent collections in Public Housing and, CSHA is starting experience the problem. Additionally, the Authority is watching how the rent collection will be affected as the ERAP (Emergency Rental Assistance Program), and other federal subsidies come to an end. Vice Chair Rodriguez asked how many tenants are utilizing the subsidies; at this time, (currently that information is not readily available).

Mr. Wright also stated there are several Bills in the Colorado Legislature that we are watching.

2. Operating Subsidy and FDS:

Mr. Wright stated that the Operating Subsidy and FDS have been submitted as required prior to the beginning of the annual audit process. Prior to the submittal of the FDS, we engage a third-party entity to do a general year-end review of journal entries, general books etc., and verify the PHAS scoring.

Referring to rent collections in public housing, Commissioner Anderson asked what causes people to not pay their rent. Mr. Wright stated several factors can impact ability to pay (loss of job, etc.); Mr. Spencer also noted that non-payment can depend on what part of our portfolio the tenants are in. Those on a fixed income in the senior/disabled properties are more likely to pay their rent, while those living in our scattered sites rely on their job-related income. Other factors can affect the ability to pay.

Commissioner Sullivan asked if we could evict for non-payment. Mr. Spencer stated we can, but the preferred goal is to work with tenants to bring them into compliance.

VII. OLD BUSINESS:

Vice Chair Rodriguez mentioned an upcoming building meeting he was invited to; Mr. Spencer stated the meeting is being organized by a tenant group. Vice Chair Rodriguez stated he would attend.

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

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

IX. EXECUTIVE SESSION:

At 2:57PM, Vice Chair Rodriguez called for the motion to adjourn the Regular Session and convene in Executive Session for the purpose of discussing time-sensitive real estate matters. Commissioner Sullivan so moved; Commissioner Spaeth seconded. The motion carried with unanimous approval.

X. ADJOURNMENT:

At 3:20PM, Vice Chair Rodriguez called for the motion to adjourn Executive Session and reconvene in Regular Session. Commissioner Vasilakis so moved; Commissioner Sullivan seconded. Motion carried with unanimous approval.

At 3:21PM, Vice Chair Rodriguez called for the motion to adjourn Regular Session. Commissioner Vasilakis so moved; Commissioner Spaeth seconded. Motion carried with unanimous approval.

EDDIE RODRIGUEZ, VICE CHAIR

CHAD WRIGHT, EXECUTIVE DIRECTOR