

MINUTES

On the 19th day of October 2023 at 2:30PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session AT 831 S. Nevada Ave., Colorado Springs, CO 80903.

I. ROLL CALL:

The following members of the body attended:

COMMISSIONERS:	Eddie Rodriguez, Vice Chair Cathi Sullivan, Commissioner Jesse Spaeth, Commissioner Laura Nelson, Commissioner
STAFF:	Paul Spencer, Deputy Director Trudy Harper, Finance Director John Gaster, IT Supervisor Patrick Hensley, Maintenance Supervisor Heather Bailey, Section 8 Supervisor
ABSENT:	Eric Phillips, Chair John Vasilakis, Commissioner Karen Anderson, Commissioner Valerie Switzer, Human Resources Generalist
VISITORS:	No visitors attended
EX OFFICIO:	Chad Wright, Secretary
RECORDING SECRETARY:	Katherine Kuchera

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

II. APPROVAL OF MINUTES:

Vice Chair Rodriguez called for the motion to approve the minutes of the Regular Meeting held September 21, 2023. Commissioner Sullivan so moved; Commissioner Spaeth 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 September 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
6. Quarterly Fraud Report for third quarter ending September 30, 2023.

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 was no discussion on the Consent Calendar.

Vice Chair Rodriguez excused the staff.

V. ACTION ITEMS:

Resolution 2570: Approval of Account Write offs for month ending September 30, 2023

Vice Chair Rodriguez called for the motion to be approved. Commissioner Nelson moved so; Commissioner Spaeth seconded. The motion carried with unanimous approval.

Resolution 2571: Approval of Homeownership Account Write offs for month ending September 30, 2023

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

Resolution 2572: Approval of changes to the Colorado Springs Housing Authority utility allowance for Public Housing to take effect January 1, 2024

Mr. Spencer stated the utility allowance is adjusted each year by a third-party firm. The utility allowance is required by HUD.

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

Resolution 2573: Approval of changes to the Colorado Springs Housing Authority utility allowance for Section 8

Mr. Spencer stated the same process is required for the Section 8 Program. Vice Chair Rodriguez called for the motion to be approved. Commissioner Sullivan moved so; Commissioner Nelson seconded. Motion carried with unanimous approval.

Resolution 2574: Approval of Flat Rent Proposal for 2024

Mr. Spencer spoke briefly about the Flat Rent process. Vice Chair Rodriguez called for the motion to be approved. Commissioner Nelson moved so; Commissioner Sullivan seconded. Motion carried with unanimous approval.

VI. EXECUTIVE DIRECTOR'S REPORT:**1. Budget:**

Mr. Wright discussed the status of the federal budget, stating that while it was anticipated there would be a partial shut-down in October, it was diverted. However, with the Speaker of the House being dismissed as Speaker, we are now anticipating a partial shut-down beginning November 17. Commissioner Nelson inquired how it would affect the CSHA. Mr. Wright replied that it could be that funding could be compromised going forward in January.

2. HUD visit follow-up:

Mr. Wright referred to the September Compliance Review by HUD. We are still waiting to receive the promised letter detailing their visit; however, the closing meeting was very complimentary of our operations. Chad praised the staff for their work.

This concluded the Executive Director's Report.

VII. OLD BUSINESS:

There was no Old Business to come before the Board.

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

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

IX. EXECUTIVE SESSION:

There was no Executive Session.

X. ADJOURNMENT:

There being no further business, Vice Chair Rodriguez adjourned the meeting at 2:55PM.

EDDIE RODRIGUEZ, VICE CHAIR

CHAD WRIGHT, EXECUTIVE DIRECTOR