

MINUTES

Longmont Housing Authority Advisory Board

Tuesday, March 14, 2023

In Person Meeting
Aspen Meadows Senior Apartments
(70 21st Avenue, Longmont, CO 80501)

1. Call to order & Roll Call

The regular meeting was called to order at 9:00 a.m. by Chair Tom DeBie.

Members Present: Tom DeBie
Arlene Zortman
Jean Christopher
Lauren Cely
Carrie Snow
Glen Pepper
Jenna Reed

Members Absent: None

Others Present: Harold Dominguez, Interim Executive Director
Lisa Gallinar, Regional Property Manager, LHA
Kyndra Daniels, LHA Accounting Supervisor
Tracy Defrancesco, Housing and Compliance Manager
Katie Pung – Housing Development Project Manager
Sara Aerne, Master Police Officer – 9:07 a.m.

2. Approve minutes from February 14, 2023 meeting –Motion to approve the minutes made by Arlene Zortman. Seconded by Jean Christopher. Tom DeBie abstained from voting. Passed 6-0-1.
3. Public invited to be heard – None.
4. Organizational Updates – None.
5. Development and Project Updates
- Village Place – design concepts review – Katie Pung, Housing Development Project Manager, reviewed. Staff selected Pinkard as the general construction company. Currently coming up with cost estimates. The Market Study is complete. Katie Pung reviewed the design concept with the board,



explaining the expansion of the laundry room, the additional bathroom on the second floor, upgrading the kitchen on the third floor to make it useable for the residents, handrails, and windows/flooring/cabinets for all units. Will be reducing the level of grass and low maintenance plants for water reduction.

- b. Hover Land – design concepts review – Katie Pung, Housing Development Project Manager, reviewed. This is a family oriented development, fifty-seven units with two, three, and four bedroom units. Tried to include an early childcare center and library, however that is not feasible at this moment. Staff will focus on the housing and have the second component later. Staff will be applying for 4% plus State credit in August.
 - c. Zinnia – Katie Pung, Housing Development Project Manager, reviewed. The financial closing will occur in May. \$350,000 in ARPA funds were awarded to the project. \$285,000k from LHDC funds have been talked through to either be a grant or a loan. LHA will be a special limited partner in the project.
 - d. Recovery Café – Katie Pung, Housing Development Project Manager, reviewed. Currently working through the Feasibility Study, staff will then define the terms of Recovery Café if moving forward with the project.
 - e. 615 Main Street Building Sale – Harold Dominguez, Interim Executive Director, reviewed. Meeting with the Center for People with Disabilities board on Thursday. Staff now has the value of the building. This sale will bring in revenue to the Longmont Housing Authority.
- Katie Pung left the meeting at 10:01 a.m.
- f. 1228 Main/Briarwood Sale – Harold Dominguez, Interim Executive Director, reviewed. Engaged in conversations with Veterans Community Project who is interested in purchasing the building.
6. Items for input to the LHA Board of Commissioners (standing agenda item)
 - a. Award of Project-Based Vouchers to Village Place (discussion only) – Staff submitted an application to pursue eighteen Project-Based Vouchers at the property that will allow residents to pay 30% and below their income for a unit.
 7. Resident Quality of Life (standing agenda item)
 - a. Resident Engagement Survey Summary (discussion only) – Lisa Gallinar, Regional Property Manager, reviewed. The Resident Engagement Survey was performed at the end of February. The top five results are as followed:
 - Protecting from fraud
 - Be Ready Longmont (disaster training for May or June)



- Fair Housing Training (Susan Spaulding will put together this training in June/July)
- How to maintain your apartment (David Joyce will take residents to vacant units)
- Fall Prevention (Longmont Senior Services reviewed and will get in touch in the Fall).

Board member Jean Christopher added a concern in regards to the safety and accessibility of keeping the doors closed to common areas and laundry room. Residents with walkers are having a hard time getting in/out of the building, would like staff to resolve the problem.

8. LHA Report –

a. Update on Operations – Sara Aerne, Master Police Officer, reviewed.

- Camera update: Cannot use NOLA cameras as they use Chinese components that are not allowed. Ron Valdez came up with some solutions, and will walk the properties along with staff to see where cameras would be sufficient, and will be putting a bid for materials and labor.
- Meth detectors – Sim card will be sent in the next few weeks. Ron Valdez will be testing connectivity for what he needs for cameras and meth detectors. Staff will purchase fifty meth detectors, ten will be used at City facilities, forty will be going to LHA properties.
- Sara Aerne has been added to all of the Coffee and Conversation meetings at the LHA properties.

i. Occupancy Report – Lisa Gallinar, Regional Property Manager reviewed. Diana Silva, Administrative Assistant, is filling up the property waitlists. Will not be re-leasing Briarwood due to the sale of VCP. Hearthstone and Lodge is experiencing bed bugs once again (eviction due to infestation). Common areas are being treated.

ii. Property Updates – Lisa Gallinar, Regional Property Manager, reviewed. Coffee and Conversations are scheduled for the rest of the year. Staff is organizing Spring de-clutter days at the properties. City of Longmont HR department has volunteers that will assist with dumpsters. Signed a contract with Vivo Apartments for inclusionary housing contracts.

b. Update from Executive Director – None.

9. Other Business – Board member Lauren Cely asked in regards to Proposition 123: Dedicate tax revenue to affordable housing.

10. Adjourn – Chair Tom DeBie adjourned the meeting at 10:57 a.m.

