



**LONGMONT HOUSING AUTHORITY  
REGULAR MONTHLY MEETING  
May 17th, 2016**

**1. CALL TO ORDER**

The regular monthly meeting of the LHA Board of Commissioners was called to order at 8:25 a.m. by Chairman Anne Kear.

**2. ROLL CALL**

**Members Present:** Anne Kear – Chairman  
Wendell Picket – Vice Chair  
Jim Ferguson  
Darrin Anson  
Chris Curtis  
Bruce Robbins  
Peter Linder

**Others Present:** Michael Reis – Executive Director/Secretary  
Krystal Winship Erazo – Director of Operations  
Marcia Miller – HCV Program Manager  
Brenda Bissell - Accountant  
Stephanie Shuler – Executive Assistant

**Members Absent:** Jeff Moore – City Council Liaison  
Kathy Fedler – City of Longmont Liaison

**3. PUBLIC INVITED TO BE HEARD – None. Closed at 8:26**

**4. AGENDA REVISIONS & SUBMISSION OF DOCUMENTS –Legislative Updates, Marcia's hand out on the LHA Administrative policy.**

**5. APPROVAL OF AGENDA**

A motion was made to approve the Agenda.

**Motion:** Chris Curtis                      **Second:** Peter Linder                      **Approved**

**6. APPROVAL OF MINUTES – April 19<sup>th</sup>, 2016 Minutes**

A motion was made to approve the minutes of April 19th, 2016.

**Motion:** Darrin Anson                      **Second:** Bruce Robbins                      **Approved**

**7. RESOLUTION 2016-04 – Approving the adoption and implementation of the revised LHA administrative policy.**

**Motion:** Jim Ferguson                      **Second:** Bruce Robbins                      **Approved**

**8. 2015 AUDIT PRESENTATIONS – EIDE BAILLY**

- Audit for LHA was presented in draft form as LHA audit was still incomplete.
- Audit for Aspen Meadows Neighborhood was presented in full.
- No major findings between either of the audits.

**9. MOTION TO ACCEPT 2015 AUDITS AS PRESENTED**

A motion was made to approve the Audit for 2015 for Aspen Meadows Neighborhood.

**Motion:** Peter Linder                      **Second:** Jim Ferguson                      **Approved**

**10. 1<sup>st</sup> QUARTER FINANCIALS – REVIEW LHA, AMN, BRIARWOOD, SUITES.**

- Overall in the Budget is in good shape. Financials are matching up to what was predicted and expected.

- Talk about selling 615 Main Street and Briarwood emerged. Michael Reis to put together 1 page summary of the buildings to be put on June's agenda for future outlook and next year's workplan.
- Suites electric was higher than normal due to construction.

- 11. MOTION TO APPROVE RISE GRANT APPLICATION** – A Motion to approve the submission of an application to the City of Longmont Human Service Agency for funding to expand and continue the Road to Independence, Security and Empowerment Program (RISE). A motion was made to approve the submission of an application to the COL.  
**Motion:** Chris Curtis                      **Second:** Jim Ferguson **Approved**

*\*Jim Ferguson left the meeting at 10:05*

**12. UPDATES FROM EXECUTIVE DIRECTOR AND EXECUTIVE TEAM**  
**a. Portfolio and Programs – Updates**

- Stephine Valdez accepted the position for Community Manager of the Suites, she started May 2<sup>nd</sup>.
- Current Vacancies: AMN 0, AMA: 0, Briarwood: 0, The Lodge: 1, The Hearthstone: 0, The Suites: 3, Terry: 1, VP: 0. 98.7% YTD occupancy.
- HUD Denver field office performed an on-site visit and assessment on April 27<sup>th</sup>.
- RISE will be submitting an application for funding in June to the City of Longmont for phase II to serve up to 40 families in the community of Longmont.

• **Terry Street**

- Offer accepted for 2,500,000 went under contract, but buyer terminated due to inspection issues.
- 6 offers have been received, only one met asking price.
- 14 showings of the property have been done.
- LHDC board would like to keep price firm at 2,575,000 .
- Keith Kenemoto will be attending next board meeting on June 21<sup>st</sup>, 2016 to discuss options and plan.

• **AMA**

- 3<sup>rd</sup> floor hallway is needing a new air handler for A/C, H&M Mechanical to install soon.

• **Hearthstone**

- Currently collecting bids for drainage repair to be completed in May.

**c. Spring Creek**

- Exterior is mostly complete with the exception of landscape, crew really working to finish the inside.
- Site Manager has been hired. Stephine Valdez joined staffed on May 2<sup>nd</sup> 2016.
- 273 on waitlist
- 20 are flood impacted victims.
- Expecting to have building by late September with lease up starting October 1<sup>st</sup>.

**d. Fall River**

- Received PUD response, will address and send back requested items.
- Hopeful to have PUD complete in late July.
- No funding as of yet, but still making it as "shovel ready" as possible.

**e. Suites Permanent Supportive Housing Community – Update**

- 12 units have been rehabbed.
- Michael Reis attended the State Housing board earlier this month, where the Suites received a yes from DOH and CHFA in funding the rehabilitation and refinance.

- Hopeful to start the construction of rebuilding the elevators this summer.

**f. Crisman Apartments**

- Enterprise is still doing the underwriting.
- Closing date will be in June 2016.
- Looking toward the future and what it will look like once LHDC is able to buy Solvera out of the partnership after the 8609 year.

**g. Review 2016 workplan**

- Workplan review is in progress, everything is going along.

**13. NEW & OLD BUSINESS**

**b. Legislative Updates**

- HB16-1465 extends the state Low Income Housing Tax Credit (LIHTC) through 2019 in the amount of \$5 million annually passed out of Senate Finance and Senate Appropriations; it is now headed to the floor for second and third readings.
- HB16-1466 would have allocated \$40 million from the state's unclaimed property fund to support affordable housing programs. The bill passed out of Senate State Affairs, but died shortly after Senate Appropriations.
- HB16-1467 establishes a tax-deferred savings account to help first-time homebuyers save for down payments. This bill passed out of Senate Finance and was also passed out of Senate Appropriations; it is now headed to the floor for second and third readings.

**14. BOARD COMMENTS AND COMMITTEE REPORTS** – Anne Kear, Bruce Robbins and Krystal Winship-Eraza will not be present for the June 21<sup>st</sup> 2016 Board Meeting.

**15. NEXT MEETING: June 21, 2016**

**16. ADJOURN**

Chairman Anne Kear declared meeting Adjourn at 11:22 A.M

Respectfully Submitted,

Stephanie Shuler

*Michael Reis*  
 \_\_\_\_\_  
 Michael Reis, Executive Director

*6-21-2016*  
 \_\_\_\_\_  
 Date Approved

*[Signature]*  
 \_\_\_\_\_  
 Anne Kear, Chairman

*6.21.16*  
 \_\_\_\_\_  
 Date Approved

*Wendell Brown Pickett, Vice Chairman*

