

MINUTES

Longmont Housing Authority Advisory Board

Regular Meeting

Tuesday, July 20th, 2021

Fall River Community Room

321 Homestead Parkway, Longmont, CO 80501

1. Call to order and roll call

The regular meeting was called to order at 8:00 a.m. by Cameron Grant.

Members Present: Cameron Grant
Tom DeBie
Jean Christopher
Arlene Zortman
Lauren Cely

Others Present: Harold Dominguez – Interim Executive Director, LHA
Karen Roney – Director of Community Services, City of Longmont
Polly Christensen – Longmont City Council liaison (*entered at 8:04*)
Kyndra Daniels – Accounting Supervisor, LHA
Lisa Gallinar – Regional Property Manager, LHA
Olivia DeVere – Administrative Coordinator, LHA

2. Review and approval of June 15, 2021 Minutes

Motion: Arlene Zortman **Second:** Jean Christopher **Approved**
Carried 5-0

3. Public invited to be heard: None

4. New and Old Business

a. Discussion on Draft Goals from City Council Retreat

Karen Roney presented an overview of the goals discussed at the City Council retreat, including both general and specific ideas. She opened the floor to the Advisory Board members to discuss what items they feel should be added to the list of goals slated for the upcoming years. Clarification is requested regarding a goal for new developments and Harold stated that the target is 6 new developments over the next 3 years.

The role of the Advisory Board is discussed. One board member expressed a desire to receive more information about operations, others disagreed and stated that the LHAAB's role should remain on a higher level, rather than dealing with ground-level issues. Karen advised that LHA staff is extremely responsive to complaints and added that, if needed, staff could create a report of complaints and compliments. Karen explained that interviews are currently being conducted as a part of an appreciative inquiry process. She expects to collect data that will be a meaningful part of this conversation going forward. Lisa Gallinar told the Board about new resident meetings she is holding called "Coffee and Conversation". These meetings are more casual than those held in the past and are designed to be an outlet for resident questions and concerns. Harold will be joining these meetings on a quarterly basis.

Harold spoke about Sara Aerne, Master Police Officer, and her involvement with the properties. Harold describes the way in which he uses her reports to gauge issues at LHA properties.

Resident engagement is discussed. Jean Christopher acknowledged the importance of this as a goal for LHA moving forward, stating that the new style of resident meetings align with that goal. Lauren Cely agreed and expressed interest in sitting in on a few resident meetings. Lisa added that she has seen an increase in resident involvement in volunteer opportunities within the communities. Harold chimed in with a few examples of this.

Chairman Grant stated his opinion that, moving forward, the LHAAB's role be to wait for direction from staff on when they are needed and, at that time, make a recommendation of what action to take. All agreed that the information to come from the appreciative inquiry interview process will be valuable in deciding how to proceed. City Council Member Polly Christensen provided her thoughts on an advisory board's typical role. She suggested a role in research may be appropriate for the LHAAB to be involved in.

Tom DeBie proposed adding a focus toward development of non age-restricted housing to the list of development goals. All agreed. The timeline for new development goals is discussed; Harold stated that 6 new developments in 3 years is an aspirational goal that may be readjusted as projects begin. Karen highlighted the importance of letting community data drive decisions for development.

The vacant land adjacent to Aspen Meadows Neighborhood is discussed. Harold advised that, due to its close proximity to the railroad tracks, it may not be optimal for housing development.

One board member requested that the Housing Choice Voucher program goal data be presented in actual numbers rather than percentages. Kyndra Daniels discussed the capacity of the HCV program as it relates to feasible goals, explaining that there are many

factors to consider when authorizing the release of new vouchers. Harold added that seeking new voucher sources will be essential in meeting these goals and at this time, staff capacity to accommodate an increase in vouchers is not a concern. Karen voiced her agreement about seeking out new sources to obtain additional vouchers.

All agree that the next step will be to reconvene in September to present a recommendation to City Council of proposed goals for the 5-year plan which is due in October.

5. Executive Team Report

a. Aged Receivables Report

Kyndra provided an update on the Aged Receivables. Community Managers have worked with outside resources to obtain rent owed from residents that were struggling to pay due to Covid-19. She is working with Community Managers to correct ledgers with incorrect rent amounts. Allowances for bad debt is discussed. Kyndra explained the process by which bad debt from previous years are addressed. Tom requested a snapshot of the balance sheet as part of the packet at the next meeting in September.

The current budget is discussed. There are Requests for Proposals out for snow removal and landscaping that need to be included in the 2022 budget.

Tom asked about the budget to actual comparison for the Lodge and Hearthstone and Kyndra confirmed that, because those properties are rent-restricted, their actuals align more closely with the budget.

b. Vacancy Report

Lisa provided an update about current vacancies in the portfolio. She explained the application process and some reasons why units may take longer to lease up. She discussed the new expectations being set for Community Managers and Maintenance Technicians to provide weekly reports of notices and updates on vacant units. The move-out process is discussed.

6. Next Meeting – September 21, 2021

7. Adjourned at 9:31 a.m.

Respectfully submitted,

Olivia DeVere

Cameron Grant, Chair

Date Approved

Tom DeBie, Vice Chair

Date Approved

