



**LONGMONT HOUSING AUTHORITY
REGULAR MONTHLY MEETING
February 16th 2016**

1. CALL TO ORDER & ROLL CALL

The regular monthly meeting of the LHA Board of Commissioners was called to order at 8:27 a.m. by Chairman Anne Kear.

Members Present: Anne Kear – Chairman
Wendell Pickett – Vice Chair
Jim Ferguson
Darrin Anson
Chris Curtis

Others Present: Michael Reis – Executive Director/Secretary
Jeff Moore – City Council
Krystal Winship Brazo – Director of Operations
Stephanie Shuler – Executive Assistant

Members Absent: None

2. AGENDA REVISIONS & SUBMISSION OF DOCUMENTS

None

3. APPROVAL OF AGENDA

A motion was made to approve the Agenda.

Motion: Chris Curtis **Second:** Darrin Anson **Approved**

4. APPROVAL OF MINUTES – January 19th, 2016 regular meeting minutes.

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

Motion: Darrin Anson **Second:** Jim Ferguson **Approved**

5. PUBLIC INVITED TO BE HEARD – None. Closed at 8:30 a.m.

6. RESOLUTION 2016 - 03

A resolution of the Longmont Housing Authority approving certification of responses to the section 8 management assessment system (SEMAP) questionnaire (HUD form 52648) for fiscal year ending December 31, 2015 and authorizing execution.

A motion was made to approve resolution 2016-01

Motion: Wendell Pickett **Second:** Jim Ferguson **Approved**

7. UPDATES FROM EXECUTIVE DIRECTOR AND EXECUTIVE TEAM

a. Portfolio

- 99% YTD Occupancy
- Current Vacancies: AMN 0, AMA: 0, Briarwood: 0, The Lodge: 0, The Hearthstone: 0, The Suites: 2, Terry: 0, Village Place: 0
- Spring Creek
 - Spring Creek is 50% Completed

- Hiring Site Manager in March 2016
- 40% of people currently on our waitlist are unable to afford the rents
- 4 Flood victims have applied
- 94 Applications are in the waitlist
- Suites
 - 2 Units have tested positive for meth use on site
 - 2 Tenants vacated on mutual recessions following self-admitted use and issued notices to quit
 - Working with hygienist to remediate units
 - Insurance claim has been filed – considered vandalism
 - Questioning how we can keep meth from entering units in the first place - suggestions included random testing different units every quarter, testing upon moving out
- Aspen Meadows Apartments
 - 2 Minor roof leaks repaired
 - Domestic hot water leak scheduled to be repaired February 8th
- Village Place
 - Replacement of Automated Entry System scheduled for February 8th

b. Operations

- Quarter 4, 2015 financials have been submitted for compliance
- Staff has participated in various trainings including; Dealing with Difficult People, Employment Law and various HTVN courses.
- HTVN is an online training resource specifically designed for housing professionals offered through Housing Authority Insurance Group (HAIG). Subscription is now available to all commissioners and staff.

c. Programs

- Annual Section 8 Management Assessment Program (SEMAP) Certification with LHA Board resolution in February.
- RISE Semi-annual report submitted to City of Longmont January 28th.
- RISE has brought in Jennifer Martin to evaluate program. Board requests Agatha presents her evaluation once the pilot ends in July or August.

8. NEW & OLD BUSINESS

- Annual report – topics we want to cover and highlight – who we serve, who is serving the extremely low income?
- Pre Council Meeting took place on January 19th 2016 – Felt that COL council heard what was being said, but Tom Moore suggests we have another meeting after audits and annual letter to reiterate
- Audits are in full swing – 7 currently being prepared

9. BOARD COMMENTS AND COMMITTEE REPORTS

- Envision Longmont – Michael is to attend a meeting with the team to see where housing fits in in their plan. They are also bringing in a supportive housing specialist.
- Regional Housing meeting with Northern Colorado Housing Authorities Thursday the 18th, 2016. Topic is life after vouchers.
- YWCA hosted an empowered thinking session Krystal attended on the theme of Family homelessness and what is being done.

- Krystal will be attending a panel with the Inn Between on Tuesday the 23rd to discuss their programs and their future.

10. NEXT MEETING: MARCH 15th, 2016

11. ADJOURN

Chairman Anne Kear declared meeting Adjourn at 10:02 a.m.

Respectfully Submitted,
Stephanie Shuler

Michael Reis

Michael Reis, Executive Director

Anne Kear

Anne Kear, Chairman

3/15/2016

Date Approved

03/15/16

Date Approved

