



**Longmont Housing Authority**  
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**Longmont Housing Authority Board of Commissioners**  
Tuesday, October 17, 2023  
Regular Meeting

**1) CALL TO ORDER & ROLL CALL – 7:00 p.m.**

Commissioners present were:

Susie Hidalgo-Fahring  
Marcia Martin  
Sean McCoy  
Vice Chair Aren Rodriguez  
Tim Waters  
Shiquita Yarbrough

Commissioners absent were:

Chair Joan Peck

**2) AGENDA REVISIONS & SUBMISSION OF DOCUMENTS** – Including the Community Development Block Grant (CDBG) Intergovernmental Agreement (IGA) for Village on Main as an attachment to agenda item 5ciii.

**3) REVIEW AND APPROVAL OF AUGUST 15, 2023 MINUTES**

Commissioner Sean McCoy moved, seconded by Commissioner Tim Waters, to approve the August 15, 2023 minutes.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**4) PUBLIC INVITED TO BE HEARD – (Timed three minute limit per speaker)**

Victoria Ogrady – Spring Creek Apartments resident read a letter regarding her mental health and communication with Community Managers at the property.

**5) OLD AND NEW BUSINESS**

**a) CDBG Agreement Amendments (budget moves and new camera funding and extend)**

**i) Resolution 2023-32 – Accept IGA First Amendment for the Aspen Meadows Neighborhood Playground Replacement Project**

Commissioner Marcia Martin moved, seconded by Commissioner Sean McCoy, to approve resolution 2023-32.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**ii) Resolution 2023-33 – Accept IGA First Amendment for the Hover Crossing Parking & Accessibility Project**

Commissioner Sean McCoy moved, seconded by Commissioner Marcia Martin, to approve resolution 2023-33.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**iii) Resolution 2023-34 – Accept IGA First Amendment for the LHA Security Cameras Project**

Commissioner Marcia Martin noted that she had received complaints from residents regarding security cameras at the properties a while back. Staff explained that residents now want staff to move faster with completing this project.

Commissioner Marcia Martin moved, seconded by Commissioner Sean McCoy, to approve resolution 2023-34.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**b) CDBG-CV Program**

**i) Resolution 2023-35 – Accept CDBG-CV First Amendment for LHA Accessibility Project –**

Harold Dominguez explained these items are regarding the voluntary agreement with the United States Department of Housing and Urban Development (HUD) and being able to continue the work.

Commissioner Sean McCoy moved, seconded by Commissioner Marcia Martin, to approve resolution 2023-35.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**ii) Resolution 2023-36 – Approve Budget Amendment and Execution of Contract for Concrete Work for LHA Accessibility Project –**

Concrete amount exceeds the limit for the Interim Executive Director to approve which is why it comes to the Commissioners for approval.

Commissioner Susie Hidalgo-Fahring moved, seconded by Commissioner Marcia Martin, to approve resolution 2023-36.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**c) Village on Main Resyndication & Rehabilitation Project**

**i) Construction Scope and Price Summary (discussion only) –** Molly O'Donnell, Housing and Community Investment Director reviewed that Village on Main is in final stages of closing which are anticipated for early December.

Update: flooring, new cabinets and kitchen appliances in all of the units kitchen and bathrooms,

adding a new laundry room, a new public restroom, updates to the atrium and lobby, new roofing and critical systems. Wish list items include removal of the popcorn sealings, staining the brick, and solar panels. Pricing came in at \$7.3 million and the final cost in contingency will be \$7.6 million.

Staff will be presenting the relocation plan to the residents.

Commissioner Marcia Martin asked if supply chain issues are normalizing. Staff responded that they planned for these issues ahead of time.

- ii) Resolution 2023-37 – Forgiveness of 2006 loans to Village Place Associates, LLLP** – Molly O’Donnell, Housing and Community Investment Director explained that City Council has already forgiven this loan for the Longmont Housing Authority (LHA) as City Council. The city grants money to LHA and then LHA loans it into the Low-income Housing Tax Credit (LIHTC) financing (Village Place Associates, LLP).

The LHA now needs to consider forgiveness of the loan to Village Place Associates, LLLP.

1. Forgive the entire \$862,288.49 balance due.
2. Forgive \$512,288.49, requiring a \$350,000 payment to LHA.
3. Forgive \$619,045.35, requiring a \$243,243.14 payment to LHA to cover the amount LHA has paid to the City on VPA’s behalf.
4. Forgive \$0, requiring a payment to LHA of \$862,288.49.

Commissioner Tim Waters moved with an amendment that the forgiveness be a range from \$512,288.49 to \$862,288.49 and be added to page two of the resolution, seconded by Commissioner Marcia Martin, to approve resolution 2023-37.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough  
**Dissented:** None  
**Abstained:** None

**Carried: 6-0**

- iii) Resolution 2023-38 – Village on Main Closing Resolution** – Molly O’Donnell, Housing and Community Investment Director explained this resolution provides approval for closing, financing tax credit, acceptance of the CDBG funds and relevant operational agreements.

Commissioner Sean McCoy moved, seconded by Commissioner Tim Waters, to approve resolution 2023-38.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough  
**Dissented:** None  
**Abstained:** None

**Carried: 6-0**

- iv) Resolution 2023-39 – Bond resolution**

Commissioner Marcia Martin moved, seconded by Commissioner Shiquita Yarbrough, to approve resolution 2023-39.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough  
**Dissented:** None  
**Abstained:** None

**Carried: 6-0**



**d) Approve/Adopt 2024 Property and Agency Budgets**

**i) 2024 LHA Budget Presentation** – Kyndra Daniels, Accounting Supervisor reviewed the budget.

Challenges for 2024:

- Revenue uncertainty – HCV vouchers, developer fees
- Inflationary costs
- Utility increases
- Providing resources to meet rising demand for new services.
  - Via Mobility for residents at senior properties
- Employment – market rates, retention, benefits

Staff has submitted the budget for the federally assisted properties – Hearthstone (6.86% increase) and Lodge (8.95% increase) at Hover Crossing and the Suites Supportive Housing (13.15-13.82% increase).

All other properties are projected for a 5% rental increase. Notice to tenants will be going after budget approval.

Other items that were added to the 2024 budget:

- Assistant Director – 5% Housing Choice Voucher and 95% LHA
- Custodian for all properties
- Resource Specialist – 60% LHA funded, 40% to the Hearthstone and Lodge
- Clinician I for the Suites instead of a Resource Specialist

Saved money on snow removal by bringing it in-house, salary increases are budgeted at 4.64% from prior year.

Need to get to a platform where there are enough properties in resyndication or developing to receive developer fees and create a revenue stream. Need to receive donations for LHDC general fund.

Commissioner Tim Waters made a motion to authorize twenty percent of the base compensation of the Interim Executive Director, Harold Dominguez and Housing and Community Investment Director, Molly O'Donnell. As well as ten percent of the base compensation for Deeann Hanson, Accounting Manager. Seconded by Commissioner Sean McCoy.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

Commissioner Marcia Martin moved, seconded by Commissioner Susie Hidalgo-Fahring, to approve the 2024 LHA Budget as presented considering the previous motion.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough

**Dissented:** None

**Abstained:** None

**Carried: 6-0**

**ii) 2024 Property Detailed Budget Comparison** – Included in the packet.

**iii) 2024 Other Detailed Budget Comparison** – Included in the packet.

Vice Chair Aren Rodriguez called for a recess at 8:56 p.m.

Vice Chair Aren Rodriguez called the meeting back in session at 9:02 p.m.

**iv) Resolution 2023-40 – Approve 2024 Payment Standards for Housing Choice Voucher Program**

Commissioner Tim Waters moved, seconded by Commissioner Sean McCoy, to approve resolution 2023-40.

**Approved:** Susie Hidalgo-Fahring, Marcia Martin, Sean McCoy, Aren Rodriguez, Tim Waters, Shiquita Yarbrough  
**Dissented:** None  
**Abstained:** None

**Carried: 6-0**

- e) **Middle Income Housing Authority Proposal (discussion only)** – Harold Dominguez, Interim Executive Director explained that the state created a Middle Income Housing Authority to fund projects. There was an urgent push on the city side due to an arbitrary 90 day decision to have all the information needed for development. The Longmont Housing Authority sent a letter to the state to extend the deadline from October to November. Staff will receive additional revenue through management fees as well as staffing expenses for the property. Need to have conversations with the state to get some clarity on a couple of issues. Staff has learned that they contract with the housing authority to do the management. Part of the program is that they are exempt from the property tax.

Staff needs direction by November 15 to either continue this project, or veto. Staff will need a letter of intent or a non-binding memorandum of understanding.

Consensus from the board is to continue with the project.

**6) INTERIM EXECUTIVE DIRECTOR REPORT**

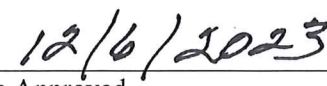
- a) **Development Updates** - None
- b) **Update on Operations**
  - i) **Occupancy Report** – Lisa Gallinar, Regional Property manager explained the properties are currently 94% occupied. Eight of the units are due to meth contamination.
  - ii) **Property Updates** – Lisa Gallinar, Regional Property Manager explained the Suites Supportive Housing has a donation site for furniture. Elder Share is doing onsite distributions at the properties, they have allowed for extra pantry boxes to go to the Suites. Longmont Senior Services have attended Coffee and Conversations at the properties, and as a result more seniors are signing up for activities at the Senior Center.
  - iii) **Public Health & Safety Updates** – Harold Dominguez, Interim Executive Director explained the vital role that Sara Aerne is doing not only with the Longmont Housing Authority but the City of Longmont.

- 7) **COMMISSIONER COMMENTS** – Commissioner Marcia Martin asked why the rules would change from manager to manager. Harold Dominguez explained that prior to the City taking over the managers were setting their own rules at the properties, that is no longer the practice.

Commissioner Tim Waters asked if staff have any strategies on overcoming aging and mental health amongst residents. Staff stated that it is crucial to create more affordable assisted living, as well as providing resources for those overcoming those obstacles.

- 8) **ADJOURN** – Vice Chair Aren Rodriguez adjourned the LHA Board of Commissioners meeting at 9:34 p.m.

  
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Chairperson, Longmont Housing Authority

  
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Date Approved



18/10/2020

18/10/2020