

# MINUTES

## Longmont Housing Authority Advisory Board

Tuesday, December 21, 2021

### Virtual Meeting

1. Call to order & Roll Call

The regular meeting was called to order at 8:00am by Chair Cameron Grant.

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

Others Present: Harold Dominguez, Interim Executive Director, LHA  
Karen Roney, Community Services Director  
Molly O'Donnell, HCI Project Manager  
Kyndra Daniels, Accounting Supervisor, LHA  
Lisa Gallinar, Regional Property Manager, LHA

2. Approve minutes from November 16, 2021 meeting

Motion to approve made by Arlene Zortman; Tom DeBie seconded. Approved unanimously.

3. Public invited to be heard: None

4. New & Old Business

- a. Review and input on proposed LHA goals, objectives and action steps - Karen Roney reviewed the proposed LHA goals. These goals will be brought to the LHA Board of Commissioners for their January 2022 meeting.
- Overarching Goal – Conduct a housing needs assessment by the end of 2022. Action steps include submitting a planning grant to Department of Local Affairs (DOLA). Research other grant opportunities to fund the needs assessment. Identify local funding to supplement any grant funding. Molly O'Donnell will be working

on the planning team, which expects to kick off the process when City Council accepts the grant, anticipated for January 25, 2022.

- Housing Choice Voucher Program – Make sure to utilize HUD’s Two-year Tool to maximize the number of vouchers LHA issues annually, and place the LHA in a position to receive future budget increases from HUD. Action steps include increasing LHA staff capacity to understand how to use the Two-year Tool. Begin implementation of locally funded voucher program. Start conversations about partnership opportunities with VA Medical Centers for the next VASH voucher opportunity; staff also suggested engaging Veterans Community Project in this effort. Determine a process for end of participation tenants so voucher numbers do not drop and remain steady. The current budget authority will allow 420 vouchers to be administered. Staff is working to have more Project Based Vouchers (PBV) in other developments, part of that is having conversations with other partners in Boulder County about broadening the number of entities that will allow issuing PBV through the state.
- Rental Housing Development – Implement a plan to develop up to six new affordable housing communities within the next three years to address community housing needs. Action steps include investing \$1.3M of American Rescue Plan Act (ARPA) funding in Sunset Heights permanent supportive housing development on the parcel of Suites property. Investing \$800,000 of ARPA funding in Crisman II rental units for families. Invest \$1.3M in ARPA funding toward development agreement support at LHA-owned Hover property. Invest \$1.7M in ARPA funding to support a public/private partnership to develop affordable assisted living units. Invest \$1.5M in ARPA funding toward transit-oriented affordable rental housing that LHA would eventually manage as a part of the 1<sup>st</sup>/Main mixed-use development. Staff also mentioned a possible additional investment of \$1.5M to acquire land formerly occupied by the Royal Mobile Home community.
- Partnership Development – These were the areas identified specifically for residents living at the senior properties so that they could have resources needed to live as independently as possible. Action steps to achieve this includes conducting a survey to determine needs and interests in accessing services through LHA agreements. Michele Waite has collaborated with community partners about this goal and has submitted some proposals to

support LHA senior properties. Exploring partnership with TRU PACE to provide support services to Medicaid eligible residents. Explore agreement with Via Mobility for medical trips, with Cultivate for carry-out caravan services. Need to consider dementia-friendly opportunities. There will be some outreach and consultation with other entities that have developed affordable assisted living units to see what kind of models might be to explore. The advisory board mentioned the Denver Housing Authority model; recently incorporated space for a grocery market in one of their affordable housing developments. As LHA considers the resyndication of Aspen Meadows Neighborhood or future family housing developments, consider what amenities might be included to address early education centers and opportunities for after school programs.

- Community/Resident Development – Michele Waite and Karen Roney have been working on a “Plan B” to get broader resident input in order to bring people together to have conversations and to continue to work with residents with priorities to work on activities for 2022 to engage in resident culture.

b. Update on LHDC –

Harold Dominguez reviewed what the Longmont Housing Development Corporation has directed for the Longmont Housing Authority to begin the process to convert LHDC assets over to the LHA. As an example, Aspen Meadows Senior Apartments was converted from LHDC to LHA as part of the resyndication. Currently there are two projects that are in the works for this year. One, the resyndication of Village Place, which will convert that property from LHDC to LHA. Two, the Hearthstone and Lodge – we will be working to convert those properties from the HUD Section 202 program and converting them into Project Based Voucher facilities. Molly O’Donnell is doing a capital needs assessment before doing the resyndication of Village Place so that LHA knows what improvements need to be done at that facility and incorporating those into the renovation work. Also, when doing the conversion of the Hearthstone and the Lodge we will be looking at what capital improvements might be needed. We are also looking at LHA purchasing the Hover Land owned by LHDC for development yet this year or next. This will leave three properties/assets, Spring Creek, Fall River, and the cash assets of the LHDC. LHA will work with the investors / council to work as a team and consolidate LHDC assets over to LHA. Consolidating LHDC assets into LHA strengthens the organization’s financial status, creating a stable organization. The Board of

Commissioners agreed that LHA continue moving this process forward. LHA is hoping this will be done within a year to a year and a half.

- c. Update on Prosper Longmont Initiative –  
Prosper Longmont Initiative is a coalition of members who are focused on attainable housing. To put it into perspective, affordable housing is up to 80% AMI. Attainable housing is 81%-120% AMI, however because of land prices and such should each be shifted to up to 90% AMI for affordable and 91-130% AMI for it to be attainable? Part of the challenge is finding land that is affordable and available for development. What land do we have that we can develop? The land and the development process restrains how many units can be developed.
  - d. Review of LHA advisory Board role and discuss future topics –  
Cameron Grant stated that he would like to have the goals and objectives set out as a template for the types of things the advisory board is reviewing. As far as a work plan, on a simple level, hearing the city report, and then the role of the advisory board would be to identify any gaps they may encounter to ensure that everything is on course. Second, having updates on new projects and how they align to the goals set out throughout the year. Third, would be ideas and suggestions on what needs to be done that is not on the advisory board's radar. The advisory board would like to have items that will be going to the Board of Commissioners first to have some sort of recommendation / information for them to review, that way it would avoid having them have more questions to come back and delay any process.
5. City report –
- a. Update on Operations
    - i. Vacancy Report –  
Lisa Gallinar reviewed the units that are down at the Suites Apartments because of meth use/contamination. She stated that the LHA would have to find a construction company that can come in at a reasonable price (within the insurance budget) to renovate those specific units.
    - ii. Property Updates –  
Kyndra Daniels stated there has been an increase in revenue and decreased expenses at all of the properties. This has been done because of better management in maintenance and fixing a lot of the issues at the properties themselves rather than hiring a third party. There is TV satellite instead of cable at the properties. There were some anomalies within the budget – for instance, there was

an issue with a seller back carry back note when AMA changed to AMSA that caused the Longmont Housing Development Corporation to pay back taxes for proceeds booked as an asset. Also noticeable was that LHA was not budgeting for their reserves, we are now doing that. There is also increased grant and expenditures coming in for the upcoming budget cycle.

iii. Aged Receivables – Did not get to this topic.

iv. Monthly Property Financials –

This report is always a month behind because of the closing date. Talked about the money that will be written off, and all of those balances will be shrinking down. The important aspect is that accounting staff wants to make sure that they have a bad debt policy and implementation structure to deal with and control the bad debt situation.

6. Other Business –

- There was no rent increase this year, new market rents will be for new residents not the current residents unless/until they renew their lease.
- Late fees assessed will be issued after the 7<sup>th</sup> day of the month not the 5<sup>th</sup> anymore based on new laws.
- Karen Roney reviewed that the Board of Commissioners took action to approve the 2022 budget, to adopt 100% of the 2022 fair market rent, and updated the utility allowance for 2022.
- Molly O'Donnell is the new HCI Division Director, as Kathy Fedler is retiring at the end of January 2022.

7. Adjourn – Cameron Grant adjourned the meeting at 9:36 a.m.