



**LONGMONT HOUSING AUTHORITY  
REGULAR MONTHLY MEETING  
August 15, 2017**

**1. CALL TO ORDER/ROLL CALL**

The regular monthly meeting of the LHA Board of Commissioners was called to order at 8:31 a.m. by Vice Chair Wendell Pickett.

**Members Present:** Wendell Pickett – Vice Chair  
Cameron Grant  
Jim Ferguson  
Peter Linder  
Gay Kuhlmann – *Arrived at 8:38 AM*  
Bruce Robbins – *Arrived at 8:44 AM*

**Others Present:** Michael Reis – Executive Director/Secretary  
Krystal Winship-Erazo – Director of Operations  
Lori Mora – Comptroller  
Marcia Miller – HCV Program Manager  
Stephanie Shuler – Executive Assistant  
Jeff Moore – City Council Liaison  
Kathy Fedler - City Staff Liaison

**Members Absent:** Anne Kear

**2. AGENDA REVISIONS & SUBMISSION OF DOCUMENTS** – Additional documents include HCV budget memo, and Fall River proforma.

**3. APPROVAL OF AGENDA**

A motion was made to approve the agenda.

**Motion:** Peter Linder                                        **Second:** Cameron Grant                                        **Approved**

**4. APPROVAL OF MINUTES – Regular Meeting June 20<sup>th</sup> 2017, Special Meeting July 6<sup>th</sup> 2017, and Regular Meeting July 18<sup>th</sup> 2017.**

A motion was made to approve the regular meeting minutes of **June 20<sup>th</sup> 2017.**

**Motion:** Cameron Grant                                        **Second:** Peter Linder                                        **Approved**

A motion was made to approve the special meeting minutes of **July 6<sup>th</sup> 2017.**

**Motion:** Cameron Grant                                        **Second:** Jim Ferguson                                        **Approved**

A motion was made to approve the regular meeting minutes of **July 18<sup>th</sup> 2017.**

**Motion:** Peter Linder                                        **Second:** Cameron Grant                                        **Approved**

**5. PUBLIC INVITED TO BE HEARD** – No public present.

**6. RESOLUTION 2017 – 04 A RESOLUTION OF THE LONGMONT HOUSING AUTHORITY APPROVE THE ADOPTION AND IMPLEMENTATION OF THE REVISED LHA ADMINISTRATIVE PLAN.**

A motion was made to approve Resolution 2017-04 for the adoption and implantation of the revised LHA administrative plan.

- No comments received.
- Changes were made to Violence against Women, HQS Inspections and PBV sections.

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

*\*Gay Kuhlmann entered at 8:38 AM*

*\*Bruce Robbins entered at 8:44 AM*

**7. RESOLUTION 2017 – 05 A RESOLUTION OF THE LONGMONT HOUSING AUTHORITY AUTHORIZING THE ACCEPTANCE BY THE AUTHORITY OF THE ASSIGNMENT OF \$4,631,650 OF THE CITY OF LONGMONT'S PRIVATE ACTIVITY BOND ALLOCATION FOR 2017; PROVIDING OTHER DETAILS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

A motion was made to approve Resolution 2017-05 for the acceptance by the Authority of the assignment of

\$4,631,650 of the City of Longmont's Private Activity Bond allocation for 2017; providing other details in connection therewith; and providing an effective date.

- Only applicant asking for COL bond cap.
- Need 9 million, the other 4.5 will be asked for from DOLA.
- Sept. 12<sup>th</sup> 2017 LHA will go to City Council to ask.

**Motion:** Jim Ferguson

**Second:** Cameron Grant

**Approved**

**\*Bruce Robbins abstained**

## **8. UPDATES FROM EXECUTIVE DIRECTOR AND EXECUTIVE TEAM**

### **a. Programs and Portfolio**

- High occupancy, low turns. Small spike at the Lodge.
- AMA- required a bio-hazard clean due to sanitary conditions.
- Lodge - is currently conducting a REAC.
- Suites – Elevator Rehab complete.
- Spring Creek – last of warranty period.
- Briarwood Office – A/C replacements.
- 615 Main – 40 year anniversary will be held on August 23<sup>rd</sup> at 2:30 PM (CPWD Building, 615 Main Street, board is invited).
- Village Place – Parking lot resurfacing approved by CHFA.
- HCV – 421 leased.
- RISE – Housing and Human Services audit on 8/17.

### **b. Fall River Apartments**

- 3<sup>rd</sup> official proforma circulated
- Kriche being brought in as GC.
- Going for building permits October 1<sup>st</sup>.
- On schedule, as long as funding can be secured.

### **c. 2018 Budget Schedule and Assumptions**

- Bulk up replacement reserves – focus on AMN & BWA.
- Renew 615 Main Lease.
- Routine workplan items.
- Bringing in Yardi.
- Anticipating large budget cut to HCV.

### **d. 2018 Suites PSH Community Management and Operations Plan – Preliminary Budget**

- Addressing policies/procedures.
- Plan is to have a high level supportive svcs manager, community manager, assistant community manager.
- Looking at other supportive housing buildings to review staffing needs.

### **e. Regional Activity**

- Boulder County Regional Housing Plan*
  - Submitted in March.
  - Housing Summit for elected officials on Sept. 29<sup>th</sup> at 7:30 AM.
  - Present slideshow at next meeting.
- Carbon Valley – Mead update, Firestone update, IGA with Frederick*
  - LHDC backed out of Mead parcel.
  - IGA with Frederick in negotiation.
  - Still working out Brigits Village Deal.
- Regional Homeless Executive Board*
  - Michael Reis invited to apply.
- Housing Colorado Conference & NAHRO Commissioner Training*
  - Attending Housing Colorado : Anne Kear, Wendell Pickett, Cameron Grant.
  - Attending NAHRO Commissioner Training: Anne Kear, Wendell Pickett, Gay Kuhlmann.
- Affordable Housing Credit Improvement Act*
  - New name for LIHTC (Low income housing tax credit) program.
  - Expanding credits to each state.

**9. New & Old Business – None.**

**10. BOARD COMMENTS & COMMITTEE REPORTS – None**

**11. NEXT MEETING** -- September 19<sup>th</sup> 2017, 2018 Budgets, Boulder County Regional Housing Plan and Summit to be held at the Suites in the community café.

**12. ADJOURN** – A motion was made to adjourn the meeting at 10:18 AM

**Motion:** Cameron Grant


**Second:** Jim Ferguson

**Approved**

Respectfully Submitted,  
Stephanie Shuler

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

09-19-2017  
\_\_\_\_\_  
Date Approved

  
\_\_\_\_\_  
Anne Kear, Chairman

09-19-17  
\_\_\_\_\_  
Date Approved

Vice - chair, Wendell Pickett

