

# MINUTES

## Longmont Housing Authority Advisory Board

**Tuesday, February 14, 2023**

In Person Meeting  
The Hearthstone at Hover Crossing  
(1762 Cook Court, Longmont, CO 80501)

1. Call to order & Roll Call

The regular meeting was called to order at 9:00 a.m. by Vice Chair Arlene Zortman.

Members Present:           Arlene Zortman  
                                      Jean Christopher  
                                      Lauren Cely – 9:02 a.m.  
                                      Carrie Snow  
                                      Glen Pepper  
                                      Jenna Reed

Members Absent:           Tom DeBie

Others Present:           Harold Dominguez, Interim Executive Director – 9:04 a.m.  
                                      Molly O'Donnell, HCI Director  
                                      Lisa Gallinar, Regional Property Manager, LHA  
                                      Sara Aerne, Master Police Officer  
                                      Tim Hole, Assistant City Attorney

2. Approve minutes from January 10, 2023 meeting – Motion to approve the minutes made by Jean Christopher with the correction on 4c to remove Jean Christopher's name as a new advisory board member. Seconded by Carrie Snow. Passed unanimously.
3. Public invited to be heard – None.
4. Organizational Updates
- a. 2022 Accomplishments and 2023 Focus Areas – Molly O'Donnell reviewed. The 2022 Accomplishments and 2023 Focus Areas were presented to the LHA Board of Commissioners on January 31, 2023. The overall summary is that LHA has begun new development, and they prioritized resident services and resident quality of life.



Board member, Jean Christopher, requested resident input at the properties when developing a resident handbook.

5. Development and Project Updates

- a. Village Place – Staff has hired an architect who has had listening sessions with residents. The architect will be back on February 22 to get resident feedback and start the budget prioritization process. A builder was selected, Pinkard. On track to close late November or December and start construction in January.
- b. Zinnia – Staff has transferred the land, set to close for May, start construction in June, and lease-up mid-2024.
- c. Hover Land – Staff has not picked a name yet. The development partner has started some conceptual designs that will include community services on the main floor. Some thoughts are early childhood education and a satellite library.
- d. Recovery Café – Architect is doing a feasibility report to see if an addition to the Suites Supportive Housing facility is doable. This report will be completed by the end of February. Staff will then coordinate with Zinnia for construction.
- e. CPWD Building Sale – Center for People with Disabilities is interested in buying the building and staff has commenced conversations in regards to the sale of the building.
- f. 1228 Main/Briarwood Potential Sale – Veterans Community Project, who is currently leasing the building, is interested in buying. Staff has started conversations in regards to the sale of the building.

6. Items for input to the LHA Board of Commissioners (standing agenda item)

- a. Request for Proposals for Project Based Vouchers – Molly O'Donnell reviewed and let the advisory board know that this was going for approval to LHA Board of Commissioners on February 21, 2023.
- b. Revisions to Property Tax Exemption Policy – Molly O'Donnell reviewed the track changes on the Property Tax Exemption Policy, and input from board member Lauren Cely. After discussion, staff will re-draft the policy leaving the LHA vouchers piece out of the policy, add mandatory Crime Free partnership, work with the City of Longmont on keeping standard living conditions at the properties, and requesting inspections. Staff will take this to the LHA Board of Commissioners on February 21, 2023 for review.

7. Resident Quality of Life (standing agenda item) – None.



8. LHA Report –
  - a. Update on Operations
    - i. Occupancy Report – Lisa Gallinar reviewed. Let the board know that there are a significant amount of move-ins for the month of February.
    - ii. Property Updates – Lisa Gallinar reviewed. Community Manager for Spring Creek Apartments will start on February 15. Staff is working on getting Tru Pace and A Way Forward to attend Coffee and Conversations with residents.
    - iii. Aged Receivables Report (Q4 2022) – Kyndra Daniels reviewed. Had increases due to all the meth units and due to bad debt.
    - iv. Property Financials Report (Q4 2022) – Kyndra Daniels included the report in the packet.
    - v. Voucher issuance Count – Kyndra Daniels included the report in the packet.
  - b. Update from Executive Director – Harold Dominguez let board members know that LHA took the decision to test fifty meth detectors from P-Alert. Harold Dominguez discussed flooding that occurred at the Suites Supportive Housing. Staff is currently working with the vendor, and following procedures to get the issue addressed.
9. Other Business – None.
10. Adjourn – Vice Chair Arlene Zortman entertained a motion to adjourn the meeting, seconded by Lauren Cely. Meeting adjourned at 11:04 a.m.

