



**LONGMONT HOUSING AUTHORITY
REGULAR MONTHLY MEETING
December 20, 2016**

1. CALL TO ORDER/ROLL CALL

The regular monthly meeting of the LHA Board of Commissioners was called to order at 8:32 a.m. by Chairman Anne Kear.

Members Present: Anne Kear – Chairman
Peter Linder
Bruce Robbins
Cameron Grant

Others Present: Michael Reis – Executive Director/Secretary
Krystal Winship-Erazo – Director of Operations
Lori Mora - Comptroller
Stephanie Shuler – Executive Assistant
Jeff Moore – City Council Liaison
Erin Fosdick – City of Longmont

Members Absent: Wendell Pickett – Vice Chairman
Chris Curtis
Jim Ferguson

2. AGENDA REVISIONS & SUBMISSION OF DOCUMENTS –Envision Longmont Plan as Presented by Erin Fosdick, Portfolio Update Memo, Spring Creek Apartments Resident Statistics, and Fall River Development Timeline.

3. APPROVAL OF AGENDA – Chairman Anne Kear declared agenda approved, with ~~additional~~ the additional submission of documents.

4. PUBLIC INVITED TO BE HEARD – None. Closed at 8:34 AM.

5. APPROVAL OF MINUTES – November 15, 2016.

A motion was made to approval the minutes of November 15, 2016.

Motion: Bruce Robbins **Second:** Cameron Grant

Approved

6. PRESENTATION – Envision Longmont

- Plan took 18 months to develop.
- Adopted in June 2016 by Longmont City Council.
- Affordable Housing is a key focal point of the plan.

7. UPDATES FROM EXECUTIVE DIRECTOR AND EXECUTIVE TEAM

a. Programs & Portfolio – Update

- 98.5% YTD Occupancy.
- Rehab at the Suites is going strong, 1st draw completed on November 30th 2016.
- Running into a fire code issue at the Suites – to be resolved during rehab.
- No major repairs this month (portfolio wide).
- Rents at Briarwood were approved for an increase.
- Holiday meals were well attended by staff, residents and board members.
- 421 vouchers leased with 16 out looking.

b. Spring Creek Update & Demographics

- All households have been qualified, just under 2 months to fill completely.
- Occupancy is high – 95%, will be 100% by Thursday, December 22nd.
- 19 Men/47 Female
- 23% Fall between ages 55-61 a market that has not been previously served in our other senior communities.

- Other key facts to include in next update: Types of service animals in the building. If anyone sold their home to move into Spring Creek.

8. NEW & OLD BUSINESS

a. Fall River Apartments – Update – Schedule – Funding Plan

- Still going through the PUD process, in front of the planning board on January 28th 2017.
- Looking at 2017 as a year to find and secure funding.
- Hopeful to break ground October 2017 if funding comes through.
- Market study underway.
- Submitting Application to CHFA February 1st 2017.
- 3 Years from concept to Key.

9. BOARD COMMENTS AND COMMITTEE REPORTS – None.

10. MOTION TO ENTER EXECUTIVE SESSION – PER C.R.S. 24-6-402(4)(A) and C.R.S. Section 24-6-402(4)(F) – for discussing a real estate matter and a personnel matter pursuant to the Executive Director’s Annual Review.

A Motion was made to enter Executive session at 10:28 AM.

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

A Motion was made to end Executive session at 11:00 AM.

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

10. NEXT MEETING: January 17, 2017 Annual Meeting – Review of Legal Authority – 2017 Work Plan & Budget – Fall River Apartments – 2016 Annual Report.

16. ADJOURN – Meeting declared Adjourn by Chair Anne Kear at 11:05 AM.


Respectfully Submitted,
Stephanie Shuler




Michael Reis, Executive Director



Date Approved



Anne Kear, Chairman



Date Approved

