

**MINUTES
REGULAR MEETING
JUNE 16, 2022**

On the 16th day of June, 2022, the Housing Authority of the City of Fountain held its Regular Meeting of the Board of Commissioners at the Office of the Housing Authority, 501 E. Iowa Avenue, Fountain, Colorado 80817.

I. ROLL CALL.

On roll call the following were present as named:

PRESENT: Roberta Sohnrey, Councilman Fred Hinton and Linda Chalou

ALSO PRESENT: Katherine Roby.

ABSENT: Michelle Lavelle and Andria Terry.

A quorum being present, the Chairperson called the meeting to order.

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD MAY 19, 2022.

After the Commissioners reviewed the minutes, Commissioner Sohnrey made a motion, seconded by Councilman Hinton, to approve the minutes.

AYES: Sohnrey, Hinton and Chalou.

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

Chairperson Chalou mentioned the lease up rate of 70% in the Housing Choice Voucher Program as reported in the May 19, 2022 Board minutes. Ms. Roby stated that while only 70% of the 240 Vouchers under contract with HUD are currently in use, 98% of all available funds are being spent for housing assistance payments under the Program. This result is a consequence of the increased rent rates in the area and is common throughout the front range. The increase in per unit cost results in a decrease in the number of families that may be assisted. The fewer families assisted, the less income to the Housing Authority to operate the Program. In an effort to increase the number of families on the Program, Ms. Roby reported that she applied for additional housing assistance funds from HUD on June 10, 2022. This funding is competitive and it is not certain whether the Housing Authority will receive additional funds. The Board members discussed the current rental market in the area and the difficulty families have in finding rental housing.

III. HEAR FROM THE PUBLIC.

There were no members of the public present at the meeting.

IV. FINANCIAL STATUS REPORTS FOR THE MONTHS OF MAY 2022.

The Commissioners reviewed the monthly reports for establishing Net Income and Cash Disbursements/Receipts for the month of May 2022 for the below listed projects:

- a. Grinde Manor CO071001.
- b. Section 8 New Construction, Fountain Townhomes, CO99-H001-104.
- c. Section 8 Housing Choice Voucher Program CO071VO.
- d. Fountain Mesa Court Townhomes.
- e. Woodman Hall.

Ms. Roby stated that no payroll expenses were paid in the month of May. The Housing Authority paid the annual property insurance for Grinde Manor resulting in a deficit in that Program for the month. In addition, the Fountain Townhomes recorded a deficit due to a payment on the window replacement project and costs incurred as a result of the sewer back-up on Ohio Avenue.

After the Commissioners reviewed the monthly financial reports, Commissioner Sohnrey made a motion, Councilman Hinton, to approve the monthly financial reports for May 2022.

AYES: Sohnrey, Hinton and Chalou.

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

V. REPORT ITEMS FOR MAY 2022.

- a. Occupancy

Section 8 Rental Vouchers

The report indicated 168 units (70%) of the authorized 240 units under lease for the month of May 2022. The report indicated that 102% of the HAP funds received were expended through the end of May 2022. The waiting list is currently carrying 97 applicants. The report also indicated a current lease-up of 169 units (70%). Portables: In-0, Out-2.

Ms. Roby stated that the wait list for the Housing Choice Voucher Program was open through the month of May. The Housing Authority received 80 applications, 55 of which had a local preference.

The Chair asked if the Housing Authority gave additional days for families to find a rental unit under the Voucher Program given the tight rental market. Ms. Roby stated that, since the beginning of the pandemic, the Housing Authority has routinely given Voucher holders 150 days to find a unit, 30-60 days longer than prior to the pandemic.

Ms. Roby stated that some Voucher families have a hard time qualifying for a rental unit due to their credit. While in the past rent payments did not impact credit scores, there are now payment methods that can be used to help families build their credit. Although it would not directly help Voucher families, the Housing Authority may want to consider setting up an electronic rent payment system in the future so that tenants of the Housing Authority could build their credit.

Grinde Manor

The report indicated 39 units (98%) under lease for the month of May 2022. The waiting list is currently carrying 20-1BR applicants. The report also indicated a current lease-up of 40 units (100%).

Fountain Townhomes

The report indicated 13 units (93%) under lease for the month of May 2022. The report also indicated a current lease-up of 13 units (93%). The waiting list is currently carrying 33 applicants.

Fountain Mesa Court Townhomes

The report indicated 63 units (98%) under lease for the month of May 2022. The waiting list is carrying 8-2BR applications and 2-3BR applications. The report also indicated a current lease-up of 62 units (97%).

b. Maintenance - April 2022

The report indicated that, during the month of April 2022, 14 work orders were processed at the Fountain Mesa Court Townhomes, 10 at Grinde Manor, 5 at the Fountain Townhomes. A move-out occurred in unit 118 at Grinde Manor that was prepared for rental.

A new painter has been hired to complete the exterior paint job at the Fountain Mesa Court Townhomes. Final billing of the 2018 hail damage repair contract was received and forwarded to CHFA for payment.

At the Fountain Townhomes, a sewer back-up on May 4th effected the units on Ohio Avenue. The sewer line was repaired but 113 Ohio received damage in the crawl space and ground level bathroom. All sewer contaminated materials have been removed and the Housing Authority is seeking a contractor to repair the 113 Ohio bathroom.

c. Capital Report – May 2022

No capital improvements were performed. The Housing Authority received notification that it would receive a Capital Fund Grant for FY 2022 in the amount of \$105,585. An amendment to the Five year Capital Action plan for the Years 2020-2024 was prepared and approved by the Board of Commissioners to reflect the receipt of the grant. The contract for replacing windows at the Fountain Townhomes was executed, the down payment made and the windows ordered.

Councilman Hinton made a motion, seconded by Commissioner Sohnrey, to approve the report items a, b and c for May 2022.

AYES: Hinton, Sohnrey and Chalou.

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

VI. OTHER BOARD BUSINESS.

- a. Ms. Roby stated that the Annual Financial Audit was in process.
- b. Franklin Energy is scheduled to install free energy efficient measures in all units July 19th – July 22nd as part of Black Hills Multifamily Program.
- c. As previously mentioned, Ms. Roby stated that she made an application to HUD for additional funding under the Housing Choice Voucher Program to house additional families. Due to the increase in cost of rent, the Housing Authority has not been able to assist as many families as it has in the past. The additional funding would be used to house more area families.
- d. Juneteenth Holiday. Ms. Roby stated that The Federal, State and City government were recognizing Juneteenth as a holiday for all workers and she requested that the Board of Commissioners authorize the holiday for Housing Authority employees.

Commissioner Sohnrey then made a motion, seconded by Councilman Hinton, to recognize Juneteenth as a holiday for Housing Authority employees.

AYES: Sohnrey, Hinton and Chalou.

NAYS: None.

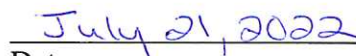
Chairperson Chalou thereupon declared the motion carried.

- e. Ms. Roby mentioned that Colorado's state housing agencies were having several outreach and listening sessions concerning the housing programs in Colorado and recent housing legislation. The session for southern Colorado is scheduled for Colorado Springs on Tuesday, August 9, 2022. Ms. Roby has registered to attend. Councilmen Hinton and Commissioner Sohnrey also expressed interest in attending the session.

There being no further business to come before the meeting, on motion made, and seconded, the meeting was adjourned.



Chairperson



Date



Secretary