

**MINUTES
REGULAR MEETING
April 2025, May 2025**

On the 26th day of June 2025 at 5:30 p.m., the Housing Authority of the City of Fountain held its Regular Meeting of the Board of Commissioners at 501 E Iowa Ave Fountain CO 80817.

I. ROLL CALL.

On roll call the following were present as named:

PRESENT: Co-Chairperson Michelle Lavelle, Commissioner Roberta Sohnrey, Councilman
Fred Hinton

ABSENT: Commissioner Andria Terry, Chairperson Linda Chalou

ALSO PRESENT: Ashlei Reeder, Secretary.

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 April 17, 2025 and review of all documents for February 2025 March 2025 at Fountain Housing Authority.

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

AYES: Co-Chairperson Michelle Lavelle, Commissioner Roberta Sohnrey,
Councilman Fred Hinton

NAYS: None.

Co-Chairperson Michelle Lavelle thereupon declared the motion carried.

IV. FINANCIAL STATUS REPORTS FOR THE MONTHS OF APRIL 2025 AND MAY 2025.

The Commissioners reviewed the monthly reports for establishing Net Income and Cash Disbursements/Receipts for the months of APRIL 2025 and MAY 2025 for the below listed projects:

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

After the Commissioners reviewed the monthly financial reports, Commissioner Sohnrey made a motion, seconded by Councilman Hinton, to approve the monthly financial reports for April 2025 and May 2025.

AYES: Co-Chairperson Michelle Lavelle, Commissioner Roberta Sohnrey,
Councilman Fred Hinton

NAYS: None.

Co-Chairperson Michelle Lavelle thereupon declared the motion carried.

V. REPORT ITEMS FOR APRIL 2025 AND MAY 2025.

a. Occupancy

Section 8 Rental Vouchers April 2025

The reports indicated 187 units (78%) of the authorized 244 units under lease for the month of April 2025. The waiting list is currently carrying 536 applicants. The report also indicated a current lease-up of 187 units (78%) for April 2025.

Portables: In-0, Out-2.

Section 8 Rental Vouchers May 2025

The reports indicated 189 units (77.9%) of the authorized 244 units under lease for the month of May 2025. The waiting list is currently carrying 536 applicants. The report also indicated a current lease-up of 189 units (77.9%) for May 2025.

Portables: In-0, Out-2.

Grinde Manor April 2025

The report indicated 40 units (100%) under lease for the month of April 2025. The waiting list is currently carrying 12-1BR applicants. The report also indicated a current lease-up of 40 units (100%).

Grinde Manor May 2025

The report indicated 40 units (100%) under lease for the month of May 2025. The waiting list is currently carrying 12-1BR applicants. The report also indicated a current lease-up of 40 units (100%).

Fountain Townhomes April 2025

The report indicated 14 units (100%) under lease for the months of April 2025. The report also indicated a current lease-up of 14 units (100%). The waiting list is currently carrying 215 applicants.

Fountain Townhomes May 2025

The report indicated 14 units (100%) under lease for the months of May 2025. The report also indicated a current lease-up of 14 units (100%). The waiting list is currently carrying 215 applicants.

Fountain Mesa Court Townhomes April 2025

The report indicated 64 units (100.00%) under lease for the months of April 2025. The waiting list is carrying 4 applicants 2-2BR applications and 2-3BR applications. The report also indicated a current lease-up of 64 units (100.00%).

Fountain Mesa Court Townhomes May 2025

The report indicated 64 units (100.00%) under lease for the months of May 2025. The waiting list is carrying 4 applicants 2-2BR applications and 2-3BR applications. The report also indicated a current lease-up of 64 units (100.00%).

b. Maintenance

The report indicated that, during the month of April 2025, 22 work orders were processed at the Fountain Mesa Court Townhomes, 20 at Grinde Manor and 8 at the Fountain Townhomes. Yard work was performed at all sites as necessary.

The report indicated that, during the month of May 2025, 20 work orders were processed at the Fountain Mesa Court Townhomes, 13 at Grinde Manor and 6 at the Fountain Townhomes. Yard work was performed at all sites as necessary.

c. Capital Report April 2025 and May 2025

CFP 2023 Window replacement for Grinde Manor by Windows for Less LLC 04/15/2025

Commissioner Sohnrey made a motion, seconded by Councilman Hinton, to approve the report items a, b and c for April 2025 and May 2025.

AYES: Co-Chairperson Michelle Lavelle, Commissioner Roberta Sohnrey, Councilman Fred Hinton

NAYS: None.

Co-Chairperson Michelle Lavelle thereupon declared the motion carried

I. APRIL-RESOLUTION 877 W/O OF CERTAIN CHECKS

AYES: Co-Chairperson Michelle Lavelle, Commissioner Roberta Sohnrey, Councilman Fred Hinton

NAYS: None.

Co-Chairperson Michelle Lavelle thereupon declared the motion carried

VII. Hear from the Public-No Public Present

VIII. OTHER BOARD BUSINESS.

- a) HR review of Hire/Termination
- b) Eviction/Notice to vacate
- c) Annual Audit Status
- d) Two Year Plan Review

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

Linda Chalou

Chairperson

8/29/2025

Date


Secretary