

**MINUTES  
REGULAR MEETING  
February 15, 2024**

On the 25th day of January, 2024, 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: Linda Chalou, Michelle Lavelle, Roberta Sohnrey, Andria Terry

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 January 25, 2024.

After the Commissioners reviewed the minutes, Commissioner Sohnrey made a motion, seconded by Vice Chairperson Lavelle, to approve the minutes.

AYES: Sohnrey, Lavelle, Terry and Chalou.

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

III. FINANCIAL STATUS REPORTS FOR THE MONTH OF JANUARY 2024.

The Commissioners reviewed the monthly reports for establishing Net Income and Cash Disbursements/Receipts for the month of JANUARY 2024 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, Vice Chairperson Lavelle made a motion, seconded by Chairperson Sohnrey, to approve the monthly financial reports for JANUARY 2024.

AYES: Sohnrey, Lavelle, Terry and Chalou.

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

IV. REPORT ITEMS FOR JANUARY 2024.

a. Occupancy

Section 8 Rental Vouchers

The report indicated 182 units (75%) of the authorized 244 units under lease for the month of January 2024. The waiting list is currently carrying 847 applicants. The report also indicated a current lease-up of 182 units (75%). Portables: In-0, Out-2.

Grinde Manor

The report indicated 40 units (100%) under lease for the month of January 2024. The waiting list is currently carrying 15-1BR 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 January 2024. The report also indicated a current lease-up of 13 units (93%). The waiting list is currently carrying 230 applicants. Unit 122 E Iowa is under lease effective 02/13/2024 bringing the current lease up to 100%.

Fountain Mesa Court Townhomes

The report indicated 64 units (100%) under lease for the month of January 2024. The waiting list is carrying 8 applicants 4-2BR applications and 4-3BR applications. The report also indicated a current lease-up of 64 units (100%).

b. Maintenance

The report indicated that, during the month of January 2024, 2 work orders were processed at the Fountain Mesa Court Townhomes, 11 at Grinde Manor and 0 at the Fountain Townhomes. Yard work was performed at all sites as necessary.

c. Capital Report

CAP FUND 2020 project for tree trimming at Grinde Manor was approved in January and work has been contracted and will be monitored to maintain compliance with Davis Bacon.

Commissioner Sohnrey made a motion, seconded by Vice Chairperson Lavelle, to approve the report items a, b and c for January 2024.

AYES: Chalou, Lavelle, Terry and Sohnrey.

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

XIII. OTHER BOARD BUSINESS.

- a) HR review of Hire/Termination
- b) Eviction/Notice to vacate
- c) Two year plan review
- d) 1099 distribution
- e) Schedule Grinde Manor Board meeting

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



Chairperson

4/18/24

Date



Secretary