

**MINUTES
REGULAR MEETING
June 2025, July 2025**

On the 28th day of August 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: Chairperson Linda Chalou, Commissioner Roberta Sohnrey, Councilman Fred Hinton,
Commissioner Andria Terry

ABSENT: Co-Chairperson Michelle Lavelle

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 June 26, 2025 and review of all documents for April 2025 May 2025 at Fountain Housing Authority.

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

AYES: Chairperson Linda Chalou, Commissioner Roberta Sohnrey, Councilman Fred Hinton,
Commissioner Andria Terry

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

IV. FINANCIAL STATUS REPORTS FOR THE MONTHS OF JUNE 2025 AND JULY 2025.

The Commissioners reviewed the monthly reports for establishing Net Income and Cash Disbursements/Receipts for the months of JUNE 2025 and JULY 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 Terry made a motion, seconded by Commissioner Sohnrey, to approve the monthly financial reports for JUNE 2025 and JULY 2025.

AYES: Chairperson Linda Chalou, Commissioner Roberta Sohnrey, Councilman Fred Hinton,
Commissioner Andria Terry

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

V. REPORT ITEMS FOR JUNE 2025 AND JULY 2025.

a. Occupancy

Section 8 Rental Vouchers June 2025

The reports indicated 187 units (76.63%) of the authorized 244 units under lease for the month of June 2025. The waiting list is currently carrying 490 applicants. The report also indicated a current lease-up of 187 units (76.63%) for June 2025.

Portables: In-0, Out-0.

Section 8 Rental Vouchers July 2025

The reports indicated 194 units (79.5%) of the authorized 244 units under lease for the month of March 2025. The waiting list is currently carrying 529 applicants. The report also indicated a current lease-up of 192 units (79.5%) for March 2025.

Portables: In-0, Out-2.

Grinde Manor June 2025

The report indicated 38 units (95%) under lease for the month of June 2025. The waiting list is currently carrying 19-1BR applicants. The report also indicated a current lease-up of 40 units (100%).

Grinde Manor July 2025

The report indicated 39 units (97.5%) under lease for the month of July 2025. The waiting list is currently carrying 19-1BR applicants. The report also indicated a current lease-up of 39 units (97.5%).

Fountain Townhomes June 2025

The report indicated 13 units (92.85%) under lease for the months of June 2025. The report also indicated a current lease-up of 13 units (92.85%). The waiting list is currently carrying 248 applicants.

Fountain Townhomes July 2025

The report indicated 11 units (78.57%) under lease for the months of July 2025. The report also indicated a current lease-up of 11 units (78.57%). The waiting list is currently carrying 248 applicants.

Fountain Mesa Court Townhomes June 2025

The report indicated 63 units (98.43%) under lease for the months of June 2025. The waiting list is carrying 8 applicants 7-2BR applications and 1-3BR applications. The report also indicated a current lease-up of 63 units (98.43%).

Fountain Mesa Court Townhomes July 2025

The report indicated 62 units (96.87%) under lease for the months of July 2025. The waiting list is carrying 8 applicants 7-2BR applications and 1-3BR applications. The report also indicated a current lease-up of 62 units (96.87%).

b. Maintenance

The report indicated that, during the month of June 2025, 10 work orders were processed at the Fountain Mesa Court Townhomes, 26 at Grinde Manor and 12 at the Fountain Townhomes. Yard work was performed at all sites as necessary.

The report indicated that, during the month of July 2025, 19 work orders were processed at the Fountain Mesa Court Townhomes, 37 at Grinde Manor and 22 at the Fountain Townhomes. The increase in work orders was due to both an NSPIRE and CHFA inspection. Yard work was performed at all sites as necessary.

c. Capital Report June 2025 and July 2025

No Capital Projects completed for June 2025 or July 2025.

Commissioner Terry made a motion, seconded by Commissioner Sohnrey, to approve the report items a, b and c for June 2025 and July 2025.

AYES: Chairperson Linda Chalou, Commissioner Roberta Sohnrey, Councilman Fred Hinton,
Commissioner Andria Terry

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

APPROVAL OF RESOLUTIONS

- I. JUNE-RESOLUTION 878 AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS (RFP) FOR FEE ACCOUNTING-Motion by Commissioner Terry, Second Councilman Hinton
- II. JUNE-RESOLUTION 879 RFP REQUEST FOR FEE ACCOUNTING- Motion by Commissioner Sohnrey, Second Commissioner Terry
- III. JULY-RESOLUTION 880 R4R FTH REIMBURSEMENT TO FMC- Motion by Commissioner Terry, Second Councilman Hinton
- IV. JULY-RESOLUTION 881 AUTHORIZATOIN TO AUCTION NO OPERATIONAL- Motion by Councilman Hinton, Second Commissioner Terry
- V. VEHICLE/APPROVE BUDGER FOR REPLACEMENT VEHICLE- Motion by Commissioner Terry, Second Councilman Hinton
- VI. JULY-RESOLUTION 882 AMENDMENT TO TSP SELECTION- Motion by Councilman Hinton, Second Commissioner Sohnrey
- VII. JULY-RESOLUTION 883 AMENDMENT TO EIV POLICY AND PROCEDURE- Motion by Commissioner Terry, Second Commissioner Sohnrey
- VIII. JULY-RESOLUTION 884 GRINDE MANOR FLAT RENT- Motion by Commissioner Terry, Second Councilman Hinton
- IX. JUY-RESOLUTION 885 PAYMENT STANDARD 2026- Motion by Commissioner Terry, Second Councilman Hinton

AYES: Chairperson Linda Chalou, Commissioner Roberta Sohnrey, Councilman Fred Hinton,
Commissioner Andria Terry

NAYS: None.

Chairperson Chalou 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

9/15/2025

Date

Ashlei Reeder

Secretary