

**MINUTES  
REGULAR MEETING  
September 19, 2024**

On the 19th day of September, 2024 at 5:30p.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: Michelle Lavelle, Roberta Sohnrey, Councilman Fred Hinton, Linda Chalou, Andria Terry

ABSENT: NA

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 July 18, 2024 and August 15, 2024 at Fountain Housing Authority.

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

AYES: Michelle Lavelle, Roberta Sohnrey, Councilman Fred Hinton, Linda Chalou, Andria Terry

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

IV. FINANCIAL STATUS REPORTS FOR THE MONTHS OF JULY AND AUGUST 2024.

The Commissioners reviewed the monthly reports for establishing Net Income and Cash Disbursements/Receipts for the months of July and August 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 Commissioner Terry, to approve the monthly financial reports for July and August 2024.

AYES: Michelle Lavelle, Roberta Sohnrey, Councilman Fred Hinton, Linda Chalou, Andria Terry

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

V. REPORT ITEMS FOR JULY AND AUGUST 2024.

a. Occupancy

Section 8 Rental Vouchers July 2024

The reports indicated 192 units (78%) of the authorized 244 units under lease for the month of July 2024. The waiting list is currently carrying 621 applicants. The report also indicated a current lease-up of 192 units (78%) for July 2024.

Portables: In-2, Out-2.

Section 8 Rental Vouchers August 2024

The reports indicated 193 units (79%) of the authorized 244 units under lease for the month of August 2024. The waiting list is currently carrying 621 applicants. The report also indicated a current lease-up of 193 units (79%) for August 2024.

Portables: In-2, Out-2.

Grinde Manor July 2024

The report indicated 40 units (100%) under lease for the month of July 2024. The waiting list is currently carrying 12-1BR applicants. The report also indicated a current lease-up of 40 units (100%).

Grinde Manor August 2024

The report indicated 40 units (100%) under lease for the month of August 2024. The waiting list is currently carrying 12-1BR applicants. The report also indicated a current lease-up of 40 units (100%).

Fountain Townhomes July 2024

The report indicated 14 units (100%) under lease for the months of July 2024. The report also indicated a current lease-up of 14 units (100%). The waiting list is currently carrying 219 applicants.

Fountain Townhomes

The report indicated 14 units (100%) under lease for the months of August 2024. The report also indicated a current lease-up of 14 units (100%). The waiting list is currently carrying 214 applicants.

Fountain Mesa Court Townhomes July 2024

The report indicated 64 units (100%) under lease for the months of July 2024. 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%).

Fountain Mesa Court Townhomes August 2024

The report indicated 64 units (100%) under lease for the months of August 2024. 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%).

b. Maintenance

The report indicated that, during the month of July 2024, 14 work orders were processed at the Fountain Mesa Court Townhomes, 16 at Grinde Manor and 8 at the Fountain Townhomes. Yard work was performed at all sites as necessary.

c. Capital Report July 2024

No current CFP projects in process

The report indicated that, during the month of August 2024, 24 work orders were processed at the Fountain Mesa Court Townhomes, 12 at Grinde Manor and 38 at the Fountain Townhomes (NSPIRE inspection). Yard work was performed at all sites as necessary.

c. Capital Report August 2024

No current CFP projects in process

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

AYES: Michelle Lavelle, Roberta Sohnrey, Councilman Fred Hinton, Linda Chalou, Andria Terry

NAYS: None.

Chairperson Chalou thereupon declared the motion carried.

- I. RESOLUTION 849 BYLAWS OF THE HOUSING AUTHORITY
- II. RESOLUTION 850 AMENDED MEETING TIME-BOARD OF COMMISSIONERS
- III. RESOLUTION 851 APPROVAL OF NSPIRE INSPECTION
- IV. RESOLUTION 852 APPROVAL OF ANNUAL AUDIT 2023 FHA
- V. RESOLUTION 853 APPROVAL OF ANNUAL AUDIT 2023 FOUNTAIN TOWNHOMES

- VI. RESOLUTION 854 APPROVAL OF ANNUAL AUDIT 2023 FOUNTAIN MESA COURT
- VII. RESOLUTION 855 APPROVAL OF 52722/52723 OPERATING FUND GRINDE MANOR
- VIII. RESOLUTION 856 AUTHORIZING THE WRITE-OFF OF CERTAIN CHECKS OF THE HOUSING AUTHORITY

AYES: Michelle Lavelle, Roberta Sohnrey, Councilman Fred Hinton, Linda Chalou, Andria Terry

NAYS: None.

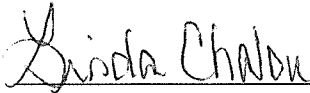
Chairperson Chalou thereupon declared the motion carried.

VII. Hear from the Public-No Public Present

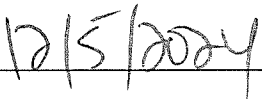
VIII. OTHER BOARD BUSINESS.

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

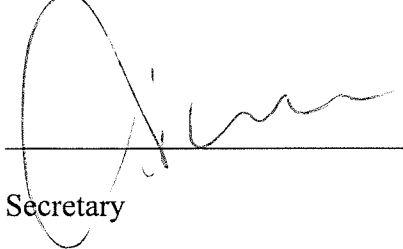
There being no further business to come before the Board, on motion made, and seconded, the meeting was adjourned.

  
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Chairperson

  
\_\_\_\_\_

Date

  
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Secretary