

MINUTES

On the 18th day of May, 2017 at 2:30 PM, the Colorado Springs Housing Authority Board of Commissioners met in Regular Session at the Colorado Springs Housing Authority located at 831 S. Nevada Avenue, Colorado Springs, Colorado 80903.

I. **ROLL CALL:**

The following members of the body attended:

COMMISSIONERS:	James D. Ringe, Chair Sharon King, Commissioner Cheryl Dingwell-Keckritz, Commissioner Jackie Jaramillo, Commissioner
STAFF:	Mike Burks, Deputy Director Jeff Kunkle, I.T. Manager Paul Spencer, Maintenance Supervisor Kelly Padilla, Human Resources Manager Trudy Harper, Finance Director Nadine Garcia, Section 8 Supervisor
ABSENT:	Brian Colvert, Vice Chair Roland Laning, Commissioner Steve Powell, Commissioner
EX OFFICIO:	Chad E. Wright
RECORDING SECRETARY:	Katherine C. Santucci
GUESTS:	Kim Giambalvo, Pest Control Inspector

Chair Ringe called the Regular Meeting of the Board of Commissioners to order at 2:30 PM.

II. **APPROVAL OF MINUTES:**

Chair Ringe called for the motion to approve the minutes of the Regular Meeting of April 20, 2017 as presented. Commissioner Dingwell-Keckritz so moved; Commissioner King seconded. Motion carried unanimously.

III. **CITIZEN DISCUSSION:**

Mr. Wright introduced Ms. Giambalvo and recognized her efforts and contributions regarding pest control issues, primarily Bed Bugs, in various properties. Her contributions and dedication ultimately have saved the Authority a significant amount of money. The Board expressed their appreciation.

IV. **CONSENT CALENDAR**

A. **Housing Project Development**

1. Modernization
2. Maintenance
 - a. Housing Authority Work Order Totals

B. Finance/Administration

1. Combined Financials March 2017
2. Affordable Housing Projects
 - a. ComCap Asset Management
 - b. Team Asset Management Managed Properties
3. Loan Payments
4. Accounts Payable - Payment Detail Report
5. Information Technology

C. Operations

1. Human Resources
2. Intake/Eligibility Monthly Report
3. Section 8
 - a. Housing Choice Vouchers - Leasing Data
 - b. Special Programs
 - c. Home Ownership Program
4. Asset Management
 - a. Public Housing Occupancy Report/Managed Properties
 - b. PHAS Scoring Update

Chair Ringe called for discussion of the Consent Calendar.

Mr. Wright called the following:

● **Page 20: C. Operations; 4. Asset Management/b. PHAS Scoring:**

Mr. Wright referenced the improved score for the month of April, saying the Year to Date PHAS Score is 91.28.

This concluded discussion of the Consent Calendar.

V. ACTION ITEMS:

1. ***Resolution 2238: Approval of the Section 3 Policy***
Following brief discussion, Chair Ringe called for the motion to approve the resolution; Commissioner Dingwell-Keckritz so moved; Commissioner Jaramillo seconded. Motion carried with unanimous approval.
 2. ***Resolution 2239: Approval of Account Write offs for month ending April 30, 2017***
Following brief discussion, Chair Ringe called for the motion to approve the resolution; Commissioner Dingwell-Keckritz so moved; Commissioner King seconded. Motion carried with unanimous approval.
 3. ***Resolution 2240: Approval of Homeownership Program Account Write offs for month ending April 30, 2017***
For the fourth consecutive month, the Program had no account write offs to report. Chair Ringe called for the motion to approve. Commissioner Jaramillo so moved; Commissioner King seconded. Motion carried unanimously.
 4. ***Resolution 2241: Approval to open the Section 8 Waiting List for online pre-applications***
Following a brief review of the application process, Chair Ringe called for the motion to approve the resolution. Commissioner Dingwell-Keckritz so moved; Commissioner Jaramillo seconded. Motion carried with unanimous approval.
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5. **Resolution 2242: Approval of 2017 Income Limits as defined by HUD**

Mr. Burks reviewed the limits. Chair Ringe called for the motion to approve the resolution. Commissioner Jaramillo so moved; Commissioner Dingwell-Keckritz seconded. Motion carried with unanimous approval.

This concluded the Action Items.

Staff was excused.

VI. EXECUTIVE DIRECTOR'S REPORT:

Mr. Wright had no updates or new topics to bring before the Board.

VII. OLD BUSINESS:

There was no Old Business to come before the Board.

VIII. NEW BUSINESS/OTHER BUSINESS TO COME BEFORE THE BOARD:

Mr. Wright discussed the Bylaw Review Committee, reminding the Board that Chair Ringe, Commissioner Dingwell-Keckritz and Commissioner Jaramillo will serve. The group will begin working on updates/proposed changes to the Bylaws, ultimately delivering them to the Board for discussion and approval.

At 2:55PM, Chair Ringe called for the motion to adjourn Regular Session and move into Executive Session. Commissioner King so moved; Commissioner Dingwell-Keckritz seconded. Motion carried with unanimous approval.

IX. EXECUTIVE SESSION:

Executive Session convened at 2:58PM for the purpose of discussing a Tax Credit project and other property developments.

At 3:40PM, Chair Ringe called for the motion to adjourn Executive Session and reconvene Regular Session. Commissioner Jaramillo so moved; Commissioner King seconded. Motion carried with unanimous approval.

X. BUSINESS RESULTING FROM EXECUTIVE SESSION DISCUSSION:

Chair Ringe called for the motion to approve a Letter of Intent for the Torin Point Tax Credit Project and direct Mr. Wright to proceed with negotiations. Commissioner Jaramillo so moved; Commissioner Dingwell-Keckritz seconded. Motion carried with unanimous approval.

XI. ADJOURNMENT:

At 3:42PM, Chair Ringe called for the motion to adjourn Regular Session. Commissioner King so moved; Commissioner Jaramillo seconded. Motion carried with unanimous approval.

JAMES D. RINGE, CHAIR

CHAD E. WRIGHT, SECRETARY