



Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
February 11, 2021 at 6:00 p.m.**

The regular meeting of the South Metro Housing Options (SMHO) Board of Commissioners was held on Thursday, February 11, 2021 at 6:00 p.m. MST remotely via Zoom Video Communications Meeting ID: 896 9357 9171 and Password: 511286, or dial-in number (346) 248-7799.

Commissioners Present

Kyle Henderson, Chairman
Pat Cronenberger, Vice
Chairperson
Stewart Meagher, Commissioner
Aubrey Ebbs, Commissioner
Aaron Heumann, Commissioner
Sandra Petry, Resident
Commissioner

Commissioners Absent

None

SMHO Leaders/Others Present

Corey Reitz, Executive Director
Lauren Money, Deputy Director &
Director of Finance
Iván Anaya, Director of Real Estate
Emma Mallory, Executive Director
of Libby Bortz Assisted Living
Kelly Milliman, Littleton City
Council
Pam Chadbourne, Community
Member
Robin Bernstein, Community
Member

Board Meeting Minutes

Call to Order

Chairman Henderson called the meeting to order on February 11, 2021 at 6:05 p.m. MST. A quorum of members was present, and the meeting was ready to proceed with business. Upon the meeting being called to order, Chairman Henderson represented the Board of Commissioners by reading the SMHO mission statement.

Review of the Agenda

Chairman Henderson reviewed the agenda. The agenda was adopted by the Board.

Unscheduled Public Appearances

A member of the Littleton community, Pam Chadbourne, spoke to the Board about her desire to hear intentions pertaining to income, racial integration, and diversity.

Scheduled Public Appearances

There were no scheduled public appearances.



South Metro Housing Options

VOTE: Approval of the Minutes of January 14, 2021 Regular Meeting

Upon motion duly made by COMMISSIONER MEAGHER and seconded by VICE CHAIRPERSON CRONENBERGER, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF THE JANUARY 14, 2021 REGULAR MEETING.

AYE: Chairman Henderson, Vice Chairperson Cronenberger, Commissioner Heumann, Commissioner Meagher, Commissioner Ebbs, and Commissioner Petry

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 6:0:0

Financial Reports

VOTE: SMHO, Powers Circle Apartments, & Libby Bortz Assisted Living Center Financial Reports

Deputy Director & Director of Finance, Lauren Money, presented the financial reports. Project results were reported as of January 31, 2021. A high-level overview was provided and changes to account balances, budget variances, and vacancies were examined. On a consolidated basis (excluding Libby Bortz Assisted Living Center (LBALC) and Powers Circle Apartments (PCALLLP)), SMHO has continued to remain in a strong financial position. The resident accounts receivable ratio continues to be elevated due to interagency transactions between Development and Rapp Street, however, this balance is expected to be reduced within the next few months. LBALC and PCALLLP remain on close watch but are showing improvement.

Upon motion duly made by COMMISSIONER MEAGHER and seconded by COMMISSIONER EBBS, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE FINANCIAL REPORTS AS OF JANUARY 31, 2021.

AYE: Chairman Henderson, Vice Chairperson Cronenberger, Commissioner Heumann, Commissioner Meagher, Commissioner Ebbs, and Commissioner Petry

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 6:0:0

Update from Executive Director of LBALC

Emma Mallory, Executive Director of LBALC, provided an update to the Board. Vacancies, COVID vaccinations, COVID testing, resident activities, and marketing were discussed.



Resolutions

VOTE: Resolution 21-02: Administrative Plan Update

Executive Director Reitz presented Resolution 21-02 regarding an update to the Administrative Plan for the Housing Choice Voucher (HCV) program. Updates included time to lease up, clarification regarding background checks for port-in vouchers, the allowance of shared housing (brought to light with the Foster Youth to Independence (FYI) program), and project-based vouchers. The FYI program and shared housing were discussed in more detail.

Upon motion duly made by VICE CHAIRPERSON CRONENBERGER and seconded by COMMISSIONER MEAGHER, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 21-02, APPROVING REVISIONS TO THE HCV ADMINISTRATIVE PLAN.

AYE: Chairman Henderson, Vice Chairperson Cronenberger, Commissioner Heumann, Commissioner Meagher, Commissioner Ebbs, and Commissioner Petry

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 6:0:0

VOTE: Resolution 21-03: Habitat for Humanity Partnership

Director of Real Estate, Iván Anaya, presented Resolution 21-03 pertaining to the proposed partnership with Habitat for Humanity of Metro Denver. The Board's approval will authorize Executive Director Reitz to enter into a partnership agreement with Colorado Community Land Trust with 1% ownership by SMHO and 99% ownership by Colorado Community Land Trust. Further clarification was provided at the request of the Board and SMHO will not be locked into committing all 59 converted public housing units to the land trust.

Upon motion duly made by COMMISSIONER HEUMANN and seconded by VICE CHAIRPERSON CRONENBERGER, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 21-03, APPROVING THE PARTICIPATION OF SMHO IN COLORADO COMMUNITY LAND TRUST-ARAPAHOE LLC.

AYE: Chairman Henderson, Vice Chairperson Cronenberger, Commissioner Heumann, Commissioner Meagher, Commissioner Ebbs, and Commissioner Petry

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 6:0:0



South Metro Housing Options

VOTE: Resolution 21-04: Amity Plaza Refinance

Director Money presented Resolution 21-04 pertaining to the proposed refinance of Amity Plaza. The Board expressed concerns with excess liquidity and refinance costs. It was agreed that more information is needed to make a decision to move forward.

Upon motion duly made by VICE CHAIRPERSON CRONENBERGER, RESOLUTION 21-04 WAS TABLED.

Staff Reports

Executive Director Reitz provided an administrative update to the Board. The national NAHRO conference, progress on hiring a leader in resident services, and the new Commissioner Handbook were mentioned. Commissioners were asked to notify Mr. Reitz if they wish to attend the NAHRO conference. The new Commissioner Handbook is expected to be available by next month.

Commissioner Reports

City Council Update

Littleton City Council Member, Kelly Milliman, updated on the Board on the City Council Study Session. The \$0 capital fund was discussed including declining revenues and the need to diversify funding for the City. Fall ballot initiatives were mentioned but are still in discussion with City Council.

Other Commissioner Updates

Vice Chairperson Cronenberger mentioned the Colorado Housing and Finance Authority (CHFA) survey pertaining to a development guideline for affordable housing with a deadline of January 15, 2021. She has completed the survey but as it is more geared toward housing developers, she recommended that Mr. Anaya, Mr. Reitz, and Mr. Henderson complete it, as well. Mr. Reitz agreed to distribute to everyone.

The progress on updating Board bylaws was noted. Questions were sent to Executive Director Reitz.

An update on the Littleton Housing Taskforce was provided. The Taskforce wants to represent all housing in Littleton, not just affordable housing. They are making an effort to ensure the Taskforce is represented as the ULUC process progresses.

Other Business

No other business was discussed.

Next Meeting

The next Board of Commissioners of South Metro Housing Options meeting is scheduled for March 11, 2021 at 6:00 p.m. MST. The meeting will be held virtually on Zoom.

Executive Session

VOTE: Executive Session

Upon motion duly made by COMMISSIONER MEAGHER and seconded by COMMISSIONER HEUMANN, THE BOARD UNANIMOUSLY VOTED TO ENTER EXECUTIVE SESSION AT 7:20 P.M. MST AS PROVIDED IN TITLE 24, ARTICLE 6 (COLORADO SUNSHINE LAW), PART 4 (OPEN MEETING



South Metro Housing Options

LAW): SUB-SECTION 24-6-402(4)(a), CRS TO DISCUSS THE PURCHASE, ACQUISITION, LEASE, TRANSFER OR SALE OR ANY REAL, PERSONAL, OR OTHER PROPERTY INTEREST.

AYE: Chairman Henderson, Vice Chairperson Cronenberger, Commissioner Heumann, Commissioner Meagher, Commissioner Ebbs, and Commissioner Petry

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 6:0:0

Adjournment

Upon motion duly made by COMMISSIONER HEUMANN, THE REGULAR BOARD MEETING ON FEBRUARY 11, 2021 WAS ADJOURNED AT 8:22 p.m. MST. The motion carried.

ATTEST:

X

Kyle Henderson
Chairman

X

Corey Reitz
Secretary