



Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
February 10, 2022 at 6:00 p.m.**

The regular meeting of the South Metro Housing Options (SMHO) Board of Commissioners was held on February 10, 2022 at 6:00 p.m. MST at 5808 S. Rapp St., Suite 100, Littleton, CO 80120.

Commissioners Present

Kyle Henderson, Chairperson

Aubrey Ebbs, Vice Chairperson

Pat Cronenberger, Commissioner

Lauren Acres, Commissioner

Kate Peterson, Commissioner (6:10 p.m.)

Aaron Heumann, Commissioner

Sandra Petry, Resident Commissioner

Commissioners Absent

None

SMHO Leaders/Others Present

Corey Reitz, Executive Director

Brian Sheppelman, Director of Finance

Joanna Crosby, Director of Resident Services
and Resource Development

Kelly Milliman, City Council Member (via zoom)

Board Meeting Minutes

Call to Order

Commissioner Henderson called the meeting to order on February 10, 2022 at 6:05 p.m. MST. A quorum of members was present, and the meeting was ready to proceed with business.

Review of the Agenda

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

Unscheduled Public Appearances

There were no unscheduled public appearances.

Minutes

VOTE: Approval of the Minutes of January 13, 2022 Regular Meeting

Upon motion duly made by COMMISSIONER HEUMANN and seconded by COMMISSIONER CRONENBERGER, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF THE JANUARY 13, 2022 REGULAR MEETING.



South Metro Housing Options

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

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson

MOTION CARRIED: 6:0:0:1

Financial Reports

VOTE: SMHO, Powers Circle Apartments (PCALLP), & Libby Bortz Assisted Living Center (LBALC) Financial Reports

Finance Director Brian Sheppelman presented the financial reports ending December 2021. A high-level overview was provided and changes to account balances, budget variances, and vacancies were examined. Vacancies continue to be a problem and are creating a negative variance in income.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER PETRY, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE FINANCIAL REPORTS AS OF DECEMBER 31, 2021.

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

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 7:0:0:0

Resolutions

VOTE: Resolution 22-02: Adoption of revised agency by-laws.

Executive Director Reitz and the Governance Committee presented and recommended the approval of Resolution 22-02 adopting the revised by-laws. Significant changes include adding term limits (three terms, five years per term); adding language related to the removal of a board member; adding committees; Annual Meeting date changed from May to October; mailing notice of Special Meeting to home address removed; Order of Business removed. Potential change in use of pronouns was also discussed.

Upon motion duly made by COMMISSIONER CRONENBERGER and seconded by COMMISSIONER ACRES, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 22-02.



South Metro Housing Options

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

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 7:0:0:0

Staff Reports

Resident Services Update

Joanna Crosby, Director of Resident Services and Resource Development, presented information to the board regarding the four major focus areas of 2022 (Capacity Building, Core Program Development, Data Management System, and Building Community Partnerships). Program development will focus on Health, Finance, Housing, and Community in three different models (Older Adults, Supportive Housing, and Family). The data management work has been done in conjunction with U.S. Digital Response (USDR) and system should be complete within a few months. South Metro Fire Department and AllHealth Network are two of the community partners SMHO has been working with over the past few months.

Staffing Update

Interviews for the Human Resources position will begin on the 11th. Will soon begin recruiting for the new Payroll Specialist position. Currently recruiting for Amity Plaza Property Manager and Assistant Property Manager, as well as several Maintenance positions.

Next Meeting

The next Board of Commissioners of South Metro Housing Options meeting is scheduled for March 10, 2022 at 6:00 p.m. MST. The meeting will be held at 5808 S. Rapp St., Littleton CO, 80120.

Adjournment

Upon motion duly made by COMMISSIONER HEUMANN, THE REGULAR BOARD MEETING ON FEBRUARY 10, 2022 AT 8:02 p.m. MST. The motion carried.

ATTEST:

X

Kyle Henderson
Chairman

X

Corey Reitz
Secretary