



Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
February 9, 2023 at 6:00 p.m.**

The regular meeting of the South Metro Housing Options (SMHO) Board of Commissioners was held on February 9, 2023 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
Lauren Acres, Commissioner
Aaron Heumann, Commissioner
Pat Cronenberger, Commissioner
Sandra Petry, Resident Commissioner

Commissioners Absent

Kate Peterson, Commissioner

SMHO Leaders

Corey Reitz, Executive Director
Arturo Fuentes, Real Estate
Gerald Humphries, Finance Manager
Kara Williams, Finance Director
Sarah Leon, Executive Director Libby Bortz
Assisted Living Center

Others Present

Pam Chadbourne, Community Member
John Marchetti, Community Member

Board Meeting Minutes

Call to Order

Chairperson Henderson called the meeting to order on February 9, 2023, 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

Chairperson Henderson reviewed the agenda.

Unscheduled Public Appearances

Community member Chadbourne stated her concerns regarding a lack of a housing plan in the city of Littleton. She is also concerned about the future of Geneva Village.

Community member Marchetti stated he was curious why SMHO would take a stance on Ballot Question 300 and did not think it was appropriate. He is in favor of Ballot Question 300 and does not think SMHO should take a stance on the matter.



Minutes

VOTE: Approval of the Minutes of January 12, 2023 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 12, 2023 REGULAR MEETING.

AYE: Chairperson Henderson, Commissioner Heumann, Commissioner Acres, Commissioner Cronenenberger

NAY: None

ABSTAIN: Vice Chairperson Ebbs, Resident Commissioner Petry

ABSENT: Commissioner Peterson

MOTION CARRIED: 4:0:2:1

Staff Reports

Executive Director Reitz presented the following update:

Staffing update—the Finance department is completely staffed and has grown by one position. The new staff members have been receiving a lot of training. Staffing levels overall are much improved.

Executive Director Reitz met with Cheryl Calhoun, the Provost and Vice President of Arapahoe Community College. Ms. Calhoun has previous experience in partnering with Housing Authorities in creating different programming.

The Amity elevator is still being worked on, as the new elevator company is working through all of the issues that exist in getting the elevator fixed. The timeframe is still unknown.

The next community newsletter from SMHO will be sent out soon and staff is focused on making sure the newsletters are sent out at least quarterly.

Libby Bortz Executive Director Leon presented the following update:

Staffing update—only a couple of open positions that have been filled mostly by management. Hours of some staff were cut in December, but the use of temp employees has also been cut.

InnovAge has reopened for enrollment, which will be beneficial for occupancy as residents will be able to spend down again to qualify for InnovAge.

Lately, several applicants have been over-income and therefore not able to qualify to live at Libby Bortz.



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Expanded Care levels will be combined into one category, as the services are already almost identical and once they are combined the services will be the same.

Resolutions

VOTE: Resolutions 23-03: Add/Remove Authorized Check Signers

Executive Director Reitz presented Resolution 23-03, changing authorized check signers based on staffing changes. The resolution authorizes to remove Mike Egan and Joanna Crosby, and add Kara Williams.

Upon motion duly made by COMMISSIONER HEUMANN and seconded by VICE CHAIRPERSON EBBS, THE BOARD VOTED UNANIMOUSLY TO APPROVE RESOLUTION 23-03.

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

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson

MOTION CARRIED: 6:0:0:1

VOTE: Resolutions 23-04: Draft resolution/discussion regarding Littleton Ballot Question 300

Discussion was had regarding Resolution 23-04 and the Special Election being held for Ballot Question 300. While all the ramifications of the passage of Ballot Question 300 are not known, one of the primary concerns is the possibility of it negatively impacting the work of SMHO going forward. Potential SMHO future developments could be at risk.

Upon motion duly made by RESIDENT COMMISSIONER PETRY and seconded by COMMISSIONER CRONENBERGER, THE BOARD VOTED UNANIMOUSLY TO APPROVE RESOLUTION 23-04.

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

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson

MOTION CARRIED: 6:0:0:1



Report from Council Member Milliman

Council member Milliman reported that the city was moving forward with the hiring process for the new position of Housing Policy Analyst and was getting close to hiring someone. The Council Retreat will start on Friday, February 10th and will continue all day on Saturday.

Council member Milliman also reported that City Council will be conducting a study session on Tuesday to discuss Geneva Village. Also, Libby Bortz will be honored the first March City Council meeting.

Commissioner/Committee Reports

Commissioner Cronenberger commented on the four-part series on Affordable Housing that the Colorado Community Media recently finished and recommended that everyone would benefit from reading it.

Governance Committee is working on a new job description for Commissioners.

Financial Reports

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

Staff presented the financial reports ending December 31, 2022. A high-level overview was provided and changes to account balances, budget variances, and vacancies were examined.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER ACRES, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE FINANCIAL REPORTS AS OF DECEMBER 31, 2022.

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

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson

MOTION CARRIED: 6:0:0:1

Executive Session

At 7:05 p.m., the Board of Commissioners adjourned out of the regular meeting and into Executive Session.

At 7:48 p.m., Commissioner Cronenberger moved to adjourn out of Executive Session.

Next Meeting

The next Board of Commissioners of South Metro Housing Options is scheduled for March 9, 2023. The meeting will be held at 5808 S. Rapp St., Littleton CO, 80120.



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Adjournment

Upon motion duly made by COMMISSIONER HEUMANN THE REGULAR BOARD MEETING ON FEBRUARY 9, 2023 AT 7:49 p.m. MST. The motion carried.

ATTEST:

X

Kyle Henderson
Chairperson

X

Corey Reitz
Secretary