



Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
June 8, 2023, at 4:00 p.m.**

The regular meeting of the South Metro Housing Options (SMHO) Board of Commissioners was held on June 8, 2023, at 4:00 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
Kate Peterson, Commissioner
Pat Cronenberger, Commissioner
Sandra Petry, Resident Commissioner
Merill Stillwell, Commissioner

Commissioners Absent

None

SMHO Leaders

Corey Reitz, Executive Director
Jennifer Robinson-Thibault, Director of Housing Ops
Kara Williams, Finance Director

Others Present

Mary E. Manley, Amity Plaza Resident
Martie Jastes, Alyson Court Resident

Board Meeting Minutes

Call to Order

Chairperson Henderson called the meeting to order on June 8, 2023, at 4:06 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

Mary Manley stated she would like information regarding Overlook and voiced concerns regarding the staffing situation and high turnover of staff.

Martie Jastes stated she would like information regarding Overlook, such as waiting list information.

Minutes

VOTE: Approval of the Minutes of April 13, 2023, Regular Meeting

Commissioner Cronenberger submitted written additions to the April 13 board minutes.



South Metro Housing Options

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER PETERSON, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE AMENDED MINUTES OF THE APRIL 13, 2023, REGULAR MEETING.

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

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 7:0:0:0

Staff Reports

Executive Director Reitz presented the following update:

SMHO will be working on a basic informational document regarding the Overlook property, which will include items such as rent and wait list information.

SMHO staff is working with Arapahoe Community College (ACC) to collaborate on an internship and/or apprenticeship program. ACC also has a job board that SMHO will be able to access to advertise open positions.

There were a significant number of housing bills passed in the state legislature during the last legislative session. Staff and the Governance Committee proposed inviting Brian Rossbert, Executive Director of Housing Colorado, to present a legislative update to the board. Executive Director Reitz also discussed the importance of creating a better relationship with the state legislators from our district. There was also discussion regarding the opportunity to assist City Council in responding to affordable housing-related bills when City Council is considering weighing in on specific legislation.

Director of Housing Operations Robinson-Thibault presented the following update:

We currently administer three different waiting lists for Amity Plaza, Bradley House, and Alyson Court. Powers Circle does not currently have a waiting list. Approximately 40 applicants are pulled at one time from each waiting list, with Alyson Court and Bradley House waiting lists near exhaustion. Those lists will be opening within the next 3-6 weeks. Usually, 2-3 applicants move in out of the group of 40. Occupancy overall has increased significantly over the past couple of months.

Commissioner/Committee Reports

Commissioner Cronenberger pointed out the article in the Littleton Report regarding SMHO's partnership with Habitat for Humanity and the affordable for sale homes currently available.

The board retreat will be held in conjunction with the Annual Housing CO Conference in October.



South Metro Housing Options

The Real Estate Committee reported on the progress of the Sullivan and a pre-app meeting that was held with city staff. No major concerns at this point. Overlook is still on budget and mostly on time, with rain causing some delays.

28 of the scattered site homes have been sold, with an upcoming scheduled sale to a former Public Housing resident and family. The plan for the Emerald Point conversation is to have more general discussions about type of housing and desired number of units.

Financial Reports

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

Financial Reports

Staff and the Finance Committee presented the financial reports ending April 28, 2023. 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 RESIDENT COMMISSIONER PETRY, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE FINANCIAL REPORTS AS OF APRIL 28, 2023.

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

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 7:0:0:0

Powers Circle Audit

VOTE: Approval of the 2022 Powers Circle Audit.

Finance Director Williams presented the 2022 Powers Circle audit, giving a general overview. Haynie & Company CPAs completed the Powers Circle Audit and provided the Independent Auditor's report for the year ended December 31, 2022. The net Loss for PCA was -\$267,136 for the year ended December 31, 2022 compared to -\$277,739 in 2021. Cash and restricted cash at end of year was \$505,098 for 2022 compared to \$554,539 for 2021. Loans and notes payable, net is \$2,434,918.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE 2023 POWERS CIRCLE AUDIT.

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



South Metro Housing Options

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 7:0:0:0

Next Meeting

The next Board of Commissioners of South Metro Housing Options is scheduled for July 13, 2023. The meeting will be held at 5808 S. Rapp St., Littleton CO, 80120.

Adjournment

Upon motion duly made by COMMISSIONER PETERSON THE REGULAR BOARD MEETING ON JUNE 8, 2023, ADJOURNED AT 5:14 p.m. MST. The motion carried.

X

Kyle Henderson
Chairperson

X

Corey Reitz
Secretary