



South Metro Housing Options

Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
July 13, 2023, at 6:00 p.m.**

The regular meeting of the South Metro Housing Options (SMHO) Board of Commissioners was held on July 13, 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
Added Merrill, Stillwell, Commissioner
Pat Cronenberger, Commissioner

Commissioners Absent

Kate Peterson, Commissioner
Sandra Petry, Resident Commissioner

SMHO Leaders

Corey Reitz, Executive Director
Kara Williams, Finance Director
Sarah Leon, Libby Bortz Assisted Living
Center Executive Director

Others Present

Pam Chadbourne, Community Member
Kelly Milliman, City Council Member

Board Meeting Minutes

Call to Order

Chairperson Henderson called the meeting to order on July 13, 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. Several changes were noted, including the removal of Executive Session. The report from Council Member Milliman was moved up in the agenda to be given after Unscheduled Public Appearances.

Unscheduled Public Appearances

Community member Chadbourne communicated her thoughts about the lack of diversity of housing in Littleton and her opposition to the sale of the former Public Housing scattered sites.



Report from Council Member Milliman

Council member Milliman presented the following updates:

Council member Milliman asked Executive Director Reitz to share with the board an article she sent regarding homelessness.

There was discussion regarding the recall of Englewood City Council members, due to the recalls being centered around housing issues.

City staff are working on State Prop 123 and the opportunities available with the measure. Once options are figured out, they will take those to City Council for discussion and approval. Work is also being conducted around ULUC updates.

Geneva Village update—Council member Milliman was asked if the letter SMHO provided to city staff was received by council. She did not think it was disseminated to council, so she will confirm and inform SMHO of the outcome. Council will also be receiving a report on potential relocation and demographic information of the current residents. It is possible that decisions regarding the future of the property will be made by the council sometime in September.

Minutes

VOTE: Approval of the Minutes of June 8, 2023, Regular Meeting

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF JUNE 8, 2023, REGULAR MEETING.

AYE: Chairperson Henderson, Vice Chairperson Ebbs, Commissioner Cronenberger, Commissioner Stillwell

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson and Commissioner Petry

MOTION CARRIED: 4:0:0:2

Staff Reports

Libby Bortz Assisted Living Center Executive Director Leon presented the following updates:

Occupancy is staying steady, people moving in but also losing residents at about the same rate. Staffing has been very challenging lately, even with increasing starting pay rates. Competing against temp agencies who are able to pay more in hourly rates. Management has been filling in to cover open shifts/positions.



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Resident events—will be hosting a BBQ for Western Welcome Week on August 18th. There will be a senior prom event in January and Cycling Without Age is giving rides again.

SMHO Executive Director Reitz presented the following updates:

There was an incident at Rapp St. and someone hit the building with their car, damaging the area where the Housing Choice Voucher team is located. They have been temporarily relocated to another suite in the building. There currently is no timeframe for when the repairs will be completed.

SMHO will need a board representative for the 3a Sales Tax Committee. The next meetings will not be held until next Spring. This year's meetings were held in May and June.

SMHO property tours will be conducted on August 11th.

With the creation of SMPC, SMHO is eligible for discounts through Tech Soup, which provides nonprofits discounts on IT equipment and Microsoft licenses. The total amount of annual savings is yet to be determined but should be around \$10,000.

Commissioner/Committee Reports

Commissioner Cronenberger requested an update/presentation on the Littleton Housing Task Force. This item will be added to the board retreat agenda for October.

Real Estate Committee reported the 1st home from the partnership with Habitat for Humanity will be sold to a former Public Housing resident. Overlook is progressing on time and on budget and is looking very good. Rain has created some delays.

The committee examined five different options related to Emerald Point. The plan is to bring a couple of options to the full board.

Financial Reports

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

The Finance Committee and Finance Director Kara Williams presented the financial reports ending May 31, 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 COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE FINANCIAL REPORTS AS OF MAY 31, 2023.

AYE: Chairperson Henderson, Vice Chairperson Ebbs, Commissioner Cronenberger, and Commissioner Stillwell

NAY: None

ABSTAIN: None



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ABSENT: Commissioner Peterson and Commissioner Petry

MOTION CARRIED: 4:0:0:2

Next Meeting

The next meeting of the 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 CRONENBEGER and seconded by COMMISSIONER STILLWELL, THE REGULAR BOARD MEETING ON JUNE 13, 2023 ADJOURNED AT 7:30 p.m. MST. The motion carried.

X

Kyle Henderson
Chairperson

X

Corey Reitz
Secretary