



South Metro Housing Options

Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
September 14, 2023 at 6:00 p.m.**

The regular meeting of the South Metro Housing Options (SMHO) Board of Commissioners was held on September 14, 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
Merrill, Stillwell, Commissioner
Pat Cronenberger, Commissioner (until
7:45 p.m.)
Elizabeth Kay Marchetti, Commissioner

Commissioners Absent

Kate Peterson, Commisisoner

SMHO Leaders

Corey Reitz, Executive Director
Kara Williams, Finance Director
Arturo Fuentes, Real Estate Manager

Board Meeting Minutes

Call to Order

Chairperson Henderson called the meeting to order on September 14, 2023, at 6:07 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

None.



Minutes

VOTE: Approval of the Minutes of August 10, 2023, Regular Meeting

Upon motion duly made by COMMISSIONER CRONENBERGER and seconded by COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF THE AUGUST 10, 2023, REGULAR MEETING.

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

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson

MOTION CARRIED: 5:0:0:1

Staff Reports

SMHO Executive Director Reitz presented the following updates:

A scholarship fund was formed many years ago as a separate 501(c)(3) and gave scholarships to SMHO residents who were attending college. Over the years less and less SMHO residents utilized the scholarships, so it was opened to low-income students in Littleton. Interest has continued to decline, and it has been decided to end the scholarship program as it is currently constructed. The Englewood Rotary has agreed to administer the scholarship fund, as they already have a program in place.

State, County, and Local elected officials, as well as staff from local municipalities will be taking part in a tour of the Western portion of Arapahoe County on September 25th. The group will stop at Overlook to view the property and hear a short presentation from SMHO staff.

Foster Youth to Independence (FYI) update—Executive Director Reitz has been meeting with Arapahoe County and CASA staff to determine next best steps to ensure supportive services are being offered to the participants of the program. The wraparound services are a key factor in the program and are necessary to ensure participant success. Stakeholders are reviewing areas for process improvement and hope to have new concepts in place within the next couple of months.

Emerald Point Discussion

SMHO staff presented an overview of the Emerald Point parcels and the options available in terms of the future use of the property in the development/re-development of the property. The Real Estate Committee shared their opinions and preferences for the use of the property, which were differing thoughts regarding the preference for multi-family or for-sale affordable duplexes. It was decided that more discussion would be needed to reach a resolution and consensus, and that discussion would take place at the October board retreat.



Commissioner/Committee Reports

Governance Committee—the committee is working on completing Executive Director Reitz’ annual performance appraisal, updated Job Description, and contract.

The Real Estate Committee gave an update on several initiatives, including sales of the Habitat homes, the Sullivan, and Overlook.

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 July 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 JULY 31, 2023.

AYE: Chairperson Henderson, Vice Chairperson Ebbs, Commissioner Kay Marchetti, and Commissioner Stillwell

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson and Commissioner Cronenberger

MOTION CARRIED: 4:0:0:2

Resolutions

VOTE: Resolutions 23-06 : Approval of Libby Bortz Assisted Living Center (LBALC) 2023-2024 Operating Budget.

Staff presented the revenue and expense highlights for the 2023-2024 LBALC operating budget.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 23-06.

AYE: Chairperson Henderson, Vice Chairperson Ebbs, Commissioner Kay Marchetti, and Commissioner Stillwell

NAY: None

ABSTAIN: None



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ABSENT: Commissioner Peterson and Commissioner Cronenberger

MOTION CARRIED: 4:0:0:2

VOTE: Resolution 23-07: Approval of the SMHO 2023-2024 Consolidated Operating Budget.

The Finance Committee and staff presented the revenue and expense highlights for the 2023-2024 SMHO consolidated operating budget.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 23-07.

AYE: Chairperson Henderson, Vice Chairperson Ebbs, Commissioner Kay Marchetti, and Commissioner Stillwell

NAY: None

ABSTAIN: None

ABSENT: Commissioner Peterson and Commissioner Cronenberger

MOTION CARRIED: 4:0:0:2

Next Meeting

The next meeting of the Commissioners of South Metro Housing Options is scheduled for October 12, 2023. The meeting place and time will be determined at a later date, due to the full board attending the Housing CO Conference in Keystone. A call-in number will be provided to the public.

Other Business—None

Adjournment

Upon motion duly made by COMMISSIONER STILLWELL THE REGULAR BOARD MEETING ON SEPTEMBER 14, 2023 ADJOURNED AT 8:36 p.m. MST. The motion carried.

X

Kyle Henderson
Chairperson

X

Corey Reitz
Secretary