



South Metro Housing Options

Strengthening our community by creating opportunities for diverse housing alternatives.

**Board of Commissioners
Minutes of Regular Meeting
December 12, 2024 at 5:00 p.m.**

Commissioners Present

Kate Peterson, Chairperson
Aubrey Ebbs, Vice Chairperson
Merrill Stillwell, Commissioner
Jake Spratt, Commissioner
Pat Cronenberger, Commissioner
Kelly Milliman, Commissioner
Stephanie Corrigan, Resident
Commissioner

Commissioners Absent

None

SMHO Leaders

Corey Reitz, Executive Director
Kara Williams, Director of Finance
Jennifer Robinson-Thibault, Director of
Operations
Sarah Buhr, Real Estate Manager

Others Present

Andrea Peters, Littleton City Council Liaison

Board Meeting Minutes

Call to Order

Chairperson Peterson called the meeting to order on December 12, 2024 at 5:10 p.m. MST. A quorum of members was present, and the meeting was ready to proceed with business.

Review of the Agenda

Chairperson Peterson reviewed the agenda. Update from City Council member Peters was added to the agenda.

Unscheduled Public Appearances

None.

Minutes

VOTE: Approval of the Minutes of November 14, 2024 Regular Meeting

Upon motion duly made by RESIDENT COMMISSIONER CORRIGAN and seconded by COMMISSIONER MILLIMAN, THE BOARD VOTED TO APPROVE THE MINUTES OF THE NOVEMBER 14, 2024 REGULAR MEETING.

A YE: Chairperson Peterson, Vice Chairperson Ebbs, Commissioner Stillwell, Commissioner Milliman, and Resident Commissioner Corrigan

NAY: None

ABSTAIN: Commissioner Cronenberger and Commissioner Spratt

ABSENT: None



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MOTION CARRIED: 5:0:2:0

Staff Reports

SMHO Executive Director Reitz presented the following updates:

The Amity Plaza elevator jack replacement has been completed.

A staffing update was given, as well as an update on a potential 3rd party property management company that would oversee Amity Plaza. SMHO’s first intern will be starting work on the property management team. The internship program is a partnership with Littleton Public Schools’ EPIC Program.

Executive Director Reitz and another staff member recently attended a Novogradic Housing Tax Credit conference. Novogradic provides Low-Income Housing Tax Credit (LIHTC) consulting services and is one of the leaders in the affordable housing tax credit industry.

SMHO staff recently learned that Arapahoe County funding for Montview Flats is going to be much less than anticipated, leaving a large financing gap in the project.

Resolutions

VOTE: Resolution 24-13: Submission of SEMAP Certification

Deputy Director Robinson-Thibault presented Resolution 24-13, Submission of SEMAP Certification.

Upon motion duly made by COMMISSIONER STILLWELL and seconded by COMMISSIONER CRONENBERGER, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 24-13.

AYE: Chairperson Peterson, Vice Chairperson Ebbs, , Commissioner Cronenberger, Commissioner Stillwell, Commissioner Spratt, Commissioner Milliman, and Resident Commissioner Corrigan

NAY: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED: 7:0:0:0

VOTE: Resolution 24-14: Powers Circle 2025 Operating Budget

Finance Director Williams presented Resolution 24-14, the Powers Circle 2025 Operating Budget.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE RESOLUTION 24-14.

AYE: Chairperson Peterson, Vice Chairperson Ebbs, , Commissioner Cronenberger, Commissioner Stillwell, Commissioner Spratt, Commissioner Milliman, and Resident Commissioner Corrigan

NAY: None



ABSTAIN: None

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ABSENT: None

MOTION CARRIED: 7:0:0:0

Commissioner/Committee Reports

Commissioner Cronenberger commended the rest of the board for giving their input to the Planning Commission regarding the current zoning changes that are being considered.

The Governance Committee reported that they are drafting a letter of support for the zoning changes and will send it to the rest of the board for comments/edits when the letter is completed. A draft agenda has been created for the joint Study Session with City Council.

The Real Estate Committee reported on the Broadway Office Center potential redevelopment options, as staff continues to explore all options available.

City Council Member Peters Report

Council member Peters suggested several topics for the joint study session with City Council on January 14h. There was also discussion around the process when SMHO residents make complaints to city council members. Council member Peters gave an update on the Meadowood situation and potential purchase of the property.

Financial Reports

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

Financial Reports

Finance Director Williams and the Finance Committee presented the financial reports ending October 31, 2024.

Upon motion duly made by VICE CHAIRPERSON EBBS and seconded by COMMISSIONER STILLWELL, THE BOARD UNANIMOUSLY VOTED TO APPROVE THE FINANCIAL REPORTS AS OF OCTOBER 31, 2024.

AYE: Chairperson Peterson, Vice Chairperson Ebbs, , Commissioner Cronenberger, Commissioner Stillwell, Commissioner Spratt, Commissioner Milliman, and Resident Commissioner Corrigan

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 January 9, 2025 at 5:00 p.m.

Other Business

There was no other business.



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Executive Session

The Board of Commissioners of South Metro Housing Options was called into Executive Session at 6:20 p.m. as provided in Title 24, Article 6 (Colorado Sunshine Law), Part 4 (Open Meeting Law): Sub-section 24-6-402(4)(f), CRS to discuss personnel matters and Sub-section 24-6-402(4)(a), CRS to discuss the purchase, acquisition, lease, transfer or sale of any real, personal, or other property interest.

At 6:58 p.m., Commissioner Stillwell moved to adjourn out of Executive Session and was seconded by Vice Chairperson Ebbs.

Adjournment

Upon motion duly made by VICE CHAIRPERSON EBBS, THE REGULAR BOARD MEETING ON December 12, 2024 ADJOURNED AT 6:59 p.m. MST.

ATTEST:

A handwritten signature in blue ink, appearing to read 'Kate Peterson', written over a horizontal line.

Kate Peterson
Chairperson

A handwritten signature in blue ink, appearing to read 'Corey Reitz', written over a horizontal line.

Corey Reitz
Secretary