



**LAKESWOOD HOUSING AUTHORITY  
REGULAR MEETING  
August 25, 2008  
5:30 p.m.  
480 S Allison Parkway  
Housing & Family Services Conference Room**

**Members Present:** Bob Sandridge, Chair  
Joan Smith, Vice-Chair  
Michelle Bollig, Commissioner  
Sandy Maben, Commissioner  
Gari Westkott, Commissioner

**Staff Present:** Tami Fischer, Executive Director  
Sabrina Pierre-Louis, Deputy Director  
Brendalee Conners, Property Asset Manager  
Theresa Folks, Assisted Housing Administrator  
Melanie Hickman, Business Support Specialist  
Stephanie Littleton, Administrative Support Assistant  
Bill Lunsford, Housing Development Manager  
Carl Musso, Housing Accountant

**CALL TO ORDER**

Bob Sandridge, Chair called the regular meeting of the Housing Authority for Monday, August 25 2008, to order at 5:40.m. with roll being called by the Administrative Support Assistant. The Chair stated a quorum was present.

**CHANGES AND MODIFICATIONS TO THE AGENDA**

None.

**APPROVAL OF THE MINUTES**

A motion was made by Sandy, seconded by Michelle to approve the regular meeting minutes of Monday, June 23, 2008. The vote of the commissioners was as follows:

Bob Sandridge:	aye
Joan Smith	aye
Michelle Bollig:	aye
Sandy Maben:	aye
Gari Westkott	aye

Motion carried.

## **FINANCIAL REPORTS**

Carl reviewed the financial reports for July 2008 with the board and answered various questions.

## **HOUSING MANAGER REPORT**

Theresa briefed the board on the request to write-off Public Housing uncollectible vacated tenant accounts. She answered questions and after a brief discussion Theresa requested a resolution (LHA / 11 / 2008) to Write-Off the Uncollectible Accounts for the Public Housing program. A motion was made by Sandy, seconded by Michelle to approve the resolution. The vote of the commissioners was as follows:

Bob Sandridge:	aye
Joan Smith	aye
Michelle Bollig:	aye
Sandy Maben:	aye
Gari Westkott	aye

Brendalee gave a brief update and handed out graphs showing the occupancy rates for the multi-family properties for 2008.

Brendalee provided graphs and answered questions regarding the utility cost and savings for the tenants at The Residences at Creekside property. She explained that the average utility cost for the tenants was less than they had originally anticipated.

Brendalee reported that she is in conversation with the Jefferson County Health Department on possibly transitioning some of our buildings into completely smoke free buildings both in the apartments and the common areas. She explained that right now the common areas are smoke free. She shared the results of a survey taken of the residents at Willow Glen and the Residences at Creekside. She wanted to bring this to the board as a point of interest and also explained that there is a trend in this direction for multi-unit dwellings locally.

Brendalee announced that the board is invited to both the Willow Glen Luau on September 6 and the Residences at Creekside Luau on September 13.

Sabrina updated the board on the sale of the Public Housing units. There are two more items left to do before we can start selling the units. The first was to go back to HUD with a revalued portfolio, which we have done. We also need to go back to HUD and ask them to lower the value of the portfolio and request permission to sell the portfolio to the Lakewood Housing Corporation.

Sabrina confirmed that we have applied for and will be funded for 159 vouchers, which we will receive in November.

## **EXECUTIVE DIRECTOR REPORT**

Tami reported that the Housing Colorado NOW conference will be held October 14 – October 17 and if any of the board members want to attend they will need to email Stephanie. Tami also stated that the NARHO National conference will be in San Antonio, October 26 – October 28. We did receive the National NARHO Agency Award of Excellence for Creekside and will be presented with the award on Tuesday morning at

8:30 at this conference. Tami asked that the board members contact Stephanie if they want to attend.

Tami reported that Denver, Aurora, Adams County, and Lakewood Housing along with people from National NARHO put together a service activity event on Wednesday for congressional people, delegates and housing partners attending the Democratic National Convention. This event will give them the opportunity to tour a couple of affordable housing projects – one in Aurora and The Residences at Creekside. Sandy Maben will be at the Thomas Bean Residence in Denver promoting Residences at Creekside.

Tami briefed the board on Housing Authority transition activities and answered various questions.

### **DEVELOPMENT MANAGER REPORT**

Bill asked that the board ratify a previous decision to approve the Maplewood transaction, and sign a specific form of resolution enabling us to enter into the Maplewood tax credit transaction. Bill also answered various questions regarding Maplewood and after a brief discussion a motion was made by Joan, seconded by Gari to approve a resolution (no. LHA /12/ 2008) to sell Maplewood to the tax credit partnership and enter into the tax credit transaction. The vote of the commissioners was as follows:

Bob Sandridge:	aye
Joan Smith:	aye
Michelle Bollig:	aye
Gari Wescott::	aye

Motion carried.

### **SUB COMMITTEE REPORTS**

Tami schedule a meeting with the Executive Committee for September 15 for reviewing the board policy manual.

Bill stated that the Development Committee has not had a meeting since the last board meeting and will need to schedule a meeting in September.

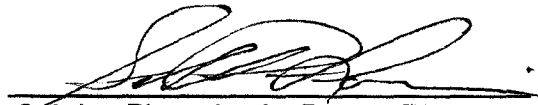
The Program Committee has not met recently but will schedule a meeting when the Public Housing Disposition has been completed.

### **OTHER BUSINESS**

None.

Meeting adjourned at 6:42 p.m.

  
Robert Sandridge, Chair

  
Sabrina Pierre-Louis, Deputy Director