

Greeley-Weld Housing Authority
Meeting of the Board of Commissioners

Wednesday 01/08/2025

4:30pm

Minutes

Weld Trust - 815 8th Ave, Greeley, CO 80631

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 276 877 329 011

Passcode: hHyTm9

Attendees: Shawn Wolcott, Kim Longworth, Ernest Cienfuegos-Baca, Scott James, Juliana Kitten, Kyle Holman, Olivia Milstead, Karin Crandall, Vincent Ornelas, Deb Callies, Bobbier Cranston

1. **Call to Order** at 4:31 pm by board chair Shawn Wolcott
2. **Action Item – Approval of prior meeting minutes:** It was motioned by Ernest Cienfuegos-Baca to approve the December 11, 2024 meeting minutes as presented; Motion was seconded by Kyle Holman; no opposition; all approved; motion passed.
3. **Open Public Comment Period:** no public comments
4. **Executive Director Reports:** Vincent Ornelas presented financial statements that consisted of an agency-wide Balance Sheet and Income Statement. Ernest Cienfuegos-Baca asked what the highlighted fields on the Income Statement meant and Vincent Ornelas explained that those were known figures that were not accurate. Vincent Ornelas explained to the board that a Fee Accountant will be brought in to perform an accounting clean-up. In the future, Vincent Ornelas will be adding footnotes to the financials that detail

main points, concerns and action items that will be taken in the future. Vincent Ornelas presented to the board a Housing Department for review. No action was taken.

5. Action Item – Adding Vincent Ornelas to Housing Authority Bank Accounts at Wells

Fargo and First Bank: It was motioned by Kim Longworth to add Vincent Ornelas as a signer to the Housing Authority bank accounts at Wells Fargo and First Bank; Motion was seconded by Kyle Holman; no opposition; all approved; motion passed.

6. Action Item – 2025 HCV Administrative Plan: Vincent Ornelas presented a summary prepared by Deb Callies of the proposed 2025 HCV Administrative Plan. Deb Callies stated that the only change that would need to be made to the Administrative Plan would be to include the State of Colorado protected classes. Vincent Ornelas explained that an edit now would require an additional 45-day comment period and another approval by the board in March. Vincent Ornelas recommended that the board approve the Administrative Plan as presented and any changes can be made later in the year when other edits need to be made. Vincent Ornelas explained that the Housing Authority is still required to recognize the State of Colorado protected classes even though it is not listed in the Administrative Plan. The approval of the 2025 HCV Administrative Plan was tabled until the end of the meeting to give enough time to board members to review the proposed Board Resolution, approving the plan. Vincent Ornelas emailed a copy to all board member during the meeting.

7. Action Item – 2025 HCV Payment Standards: Vincent Ornelas explained that Payment Standards are evaluated on an annual basis and are set anywhere from 90%-110% of the Fair Market Rents that are published by the U.S. Department of Housing and Urban Development. It was motioned by Juliana Kitten to approve the 2025 HCV Payment Standards as presented; Motion was seconded by Ernest Cienfuegos-Baca; no opposition; all approved; motion passed.

- 8. Action Item – 2025 Public Housing Flat Rents:** Vincent Ornelas explained that the Public Housing program is required to evaluate Flat Rents on an annual basis. Vincent Ornelas explained that Flat Rents are a max amount that any Public Housing tenant would pay based on their adjusted annual income. It was motioned by Ernest Cienfuegos-Baca to approve the 2025 Public Housing Flat Rents as presented; Motion was seconded by Kim Longworth; no opposition; all approved; motion passed.
- 9. Letter of Intent from City Line for a Special Limited Partnership:** Bobbier Cranston explained that she has been working with Vincent Ornelas to formalize the Letter of Intent for board approval. Vincent Ornelas explained that the terms negotiated in the Letter of Intent with City Line would be used to draft the Authority's overall Special Limited Partnership policy moving forward. Bobbier Cranston explained that we were not in possession of the full document proposal by City Line and that we would need the proposal documents to complete the Letter of Intent draft. Vincent Ornelas stated that he would make an introduction with the Point of Contact at City Line to obtain the proposal. No action was taken.
- 10. Peakview Trail – Termination of Property Management:** Vincent Ornelas explained to the Board that AGPM has made the decision to terminate property management services provided by the Housing Authority. The notice gives a date of February 3, 2025 of when the transfer of services would occur. Vincent Ornelas stated that he has already had conversations with AGPM and it has been decided to move forward with termination sooner if possible. Vincent Ornelas will be meeting with the AGPM and the new property management company to coordinate the transition. No action was taken.
- 11. Action Item – HCV 2025 Utility Allowance Schedule:** Vincent Ornelas explained that the Housing Authority is required to evaluate Utility Allowances on an annual basis. Typically,

the Housing Authority would complete its own analysis for its jurisdiction but Vincent Ornelas explained that it would be more expedient to adopt the Utility Allowance schedule released by the Colorado Division of Housing for Weld County. It was motioned by Kyle Holman to approve the 2025 HCV Utility Allowance Schedule as presented; Motion was seconded by Ernest Cienfuegos-Baca; no opposition; all approved; motion passed.

12. Action Item – Board Approval of Resolution No. 2025-01 Adoption of Administrative

Plan: It was motioned by Ernest Cienfuegos-Baca to approve Resolution No. 2025-01; Motion was seconded by Kim Longworth; no opposition; all approved; motion passed.

13. Updates

- a. Weld County Housing Authority Transition:** Vincent Ornelas explained that it was Weld County's decision to move forward with transferring its HCV program, State Farm Road property and Inspection vehicle to the Greeley Housing Authority. Vincent Ornelas explained that HUD would not approve of this transfer while the Greeley Housing Authority is designated troubled. HUD only allows these types of transfers to occur on January 1st or July 1st. Vincent Ornelas explained that the Housing Authority is projected to remain in troubled status for the 2024FY and the earliest a transfer could occur would be July 1st, 2026. A new IGA will be drafted by the County and will be presented to the Board for approval at our next Board meeting. Vincent explained that the transfer of the vehicle and State Farm Road property can be done immediately. Ernest Cienfuegos-Baca asked how this would affect the composition of the board. Bobbier Cranston stated that the County would like to have at least one board member who they can recommend to represent the constituents of Weld County. Bobbier Cranston explained that City Counsel would need to make the final decision on board composition. No action Taken.

b. Lincoln Square Debt Service Ratio: Vincent Ornelas stated that he authorized the transfer of \$101,474 to be held in escrow by First Bank. Vincent Ornelas explained that he will be performing a rental study on the property to increase contract rents with CHFA, which would increase the amount of subsidy the property receives. The funding of the escrow gives the Housing Authority one year to make changes that would increase the cashflow of the property. No action taken.

c. Board Meeting Schedule for 2025: Shawn Wolcott stated that with a permanent Executive Director, the Board can now go back to meeting once a month. Shawn Wolcott asked Vincent Ornelas on how the transition was going. Vincent Ornelas explained to the Board that the amount of commitment from all the Board Members, the City and all other stakeholders was very encouraging. Vincent Ornelas explained that all the deficiencies he has seen are fixable and would only require time to implement changes.

14. Adjourn: It was motioned by Kyle Holman to adjourn; Motion was seconded by Ernest Cienfuegos-Baca; no opposition; all approved; motion passed.

Next Board Meeting Scheduled January 22, 2025

Respectfully submitted by Vincent Ornelas, GWHHA Executive Director/Board Secretary