

MINUTES

**Grand Junction Housing Authority
August Board of Commissioners' Meeting**

**August 26, 2019 5:00 pm
8 Foresight Circle**

Call to Order

The GJHA Board of Commissioners' meeting was called to order at 6:12 pm. by John Howe, Board Chair. Attendance was taken by roll call with the following present:

<u>Commissioners:</u>	John Howe, Chair	<u>GJHA Staff:</u>	Jody Kole, CEO
	Ivan Geer, Vice Chair		Scott Aker, COO
	Tim Hudner		Krista Ubersox, HR Director
	Tami Beard		Suzy Keith, Asset Manager
	Chris Launer		Sheila Brubacher, Accounting Supervisor
			Jill Norris, General Counsel
			Jane Hart, Executive Assistant

Guests: None

Consent Agenda

The consent agenda consisted of a Request for Adoption of Minutes for the July 22, 2019 Regular Board Meeting. The Consent Agenda received approval with a motion by Ivan Geer, a second by Chris Launer, and a unanimous vote.

Finance Committee Report

Ivan Geer, Committee Chair, stated that the Finance Committee reviewed the June 2019 Quarterly Financials and recommended that they be accepted by the Board as presented. Sheila Brubacher, Accounting Supervisor and Interim Controller, provided an anticipated budget revision worksheet to those in attendance and pointed out the following:

Three funds are over budget and will likely need approval for budget revisions from the Board. Acquisition and Development is over in compensation expense, Home Ownership is over in administrative expenses, and Monument Business Center is over by the amount of the loan origination fee charged to refinance the property early in the year. A revision will also be requested to allow a new vehicle to be purchased out of the Housing Choice Voucher Program Administrative Fee Reserves for use by the Housing Quality Standards Inspector.

Sheila stated she is working with the audit team at Novogradac to determine if the project management fees for the Nellie Bechtel rehabilitation project should be an operating or non-operating expense. Also, the Housing Advocate budget is being monitored. If expenses exceed available operating revenues, Voucher Program Administrative Fee Reserves will be used to make up the difference.

MINUTES

Grand Junction Housing Authority
August Board of Commissioners' Meeting

August 26, 2019 5:00 pm
8 Foresight Circle

A hand-out showing cash reserve balances was provided to show, by property and program, how much cash is on hand and available along with the deposits and withdrawals to date for each. Sheila also mentioned that Acquisition and Development anticipates deposits from the General Fund to make it whole but will not need as much as was originally budgeted. Predevelopment expenses for 2814 Patterson will be booked to A&D later this year.

Chris Launer made a motion to accept the financials as presented. With a second by Tim Hudner and unanimous vote, the June 2019 Quarterly Financials were accepted.

Other Business, if any

1. Five applications were received to fill the GJHA Board vacancy. Scott and Jody will provide the Grand Junction City Council a list of necessary skills and abilities to assist Council in the process.
2. Staff sent a letter to HUD, with VA's approval, to apply on behalf of the community for 25 new Veterans Affairs Supportive Housing (VASH) Vouchers. Additionally, GJHA is preparing to apply for 50 new Mainstream Housing Choice Vouchers for non-elderly, disabled households.

Executive Session

John Howe asked for a Roll Call at to move into Executive Session at 6:43 pm for a conference with the Housing Authority's attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) related to a possible amendment to the Housing Authority's enabling statutes.

This Executive Session was attended by John Howe, Chris Launer, Tami Beard, Ivan Geer, Jody Kole, Scott Aker, Jill Norris and by Bernie Buescher via telephone. Bernie Buescher left the meeting at 7:23 pm.

Executive Session

John Howe asked for a Roll Call vote to move into Executive Session at 7:44 pm to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. Section 24-6-402(4)(a).

This Executive Session was attended by John Howe, Chris Launer, Tami Beard, Ivan Geer, Jody Kole, Scott Aker, and Jill Norris.

MINUTES

**Grand Junction Housing Authority
August Board of Commissioners' Meeting**

**August 26, 2019 5:00 pm
8 Foresight Circle**

Adjourn

The Board returned to the open meeting at 8:26 pm. and with no further business the meeting was adjourned at 8:30 pm.

All Board Packet documents and documents distributed
during the Board Meeting are retained in the file