

MINUTES

Grand Junction Housing Authority
June Board of Commissioners' Regular Meeting

Tuesday, June 1, 2021

Call to Order

The GJHA March Board of Commissioners' Regular Meeting was called to order at 5:02pm by Ivan Geer, Board Chair. Attendance was taken by roll call with the following present:

Board of Commissioners:

Ivan Geer, Chair
Rich Krohn, Vice Chair
Chris Launer
Tami Beard
Bill Johnson
John Howe

GJHA Staff:

Scott Aker, COO
Lance Lehigh, CFO
Krista Ubersox, HR Director
Racquel Wertz, Voucher Supervisor
Danette Buck, Asset Manager
Lacy Hildebrand, Executive Assistant
Holly Webster, Lead Service-Care Coordinator

Consent Agenda

The Consent Agenda consisted of: (1) Request adoption of Minutes for March 2, 2021, Board Meeting; (2) Request adoption of Notes of the Finance and Audit Committee for May 25, 2021; (3) Request adoption of Notes for the April 30, 2021, Real Estate Committee Meeting; (4) Request adoption of Minutes for the May 14, 2021, Special Board Meeting. With a motion by Bill Johnson, second by Chris Launer and a unanimous roll call vote, the Consent Agenda was approved.

Finance and Audit Committee Update

Discussion of First Quarter 2021 Financial Statements (attached)

Tami opened the discussion by telling the Board the Finance and Audit Committee reviewed the first quarter financial statements and memo and will recommend approval.

Lance Lehigh began the presentation indicating that consolidated cash balances did grow approximately 8% by the end of March with a balance of \$4,287,621.

Highlights of the Financial Report Include:

- Arbor Vista and Village Park are stabilizing for operating cash and days of cash on hand.

MINUTES

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- Highlands and Highlands 2 both paid out significant amounts for developer fees affecting cash balances for the 1st quarter. The final instalment for The Highlands was approximately \$108,000 and the scheduled installment for Highlands 2 was approximately \$75,000.
 - Ratekin Towers days of cash on hand remains negative but continues to build coupled with their debt reductions.
 - Walnut Park and Nellie Bechtel both saw increased expenses for the period. Crystal Brook and Linden Pointe both had reduced days of cash but remain above the benchmark of 90 days.
 - Housing Choice Voucher, Family Self Sufficiency, and the Voucher Client Support programs remained consistent for the quarter.
 - General Fund cash balance was below what anticipated levels. Collectively, the portfolio remains in good standing.
 - Budget revisions for certain programs, properties, and the updated insurance expenses will be scheduled for board review and approval, anticipated to be during the July 27th Finance and Audit committee meeting and board approval requested at the August 3rd, 2021, Board Meeting. The 2022 budget will be presented at the August 31st Finance and Audit committee meeting with approval sought from the Board at the September 7th meeting.

With a motion by Chris Launer, second by Bill Johnson and a unanimous vote, the First Quarter 2021 financials were approved.

Rent Stress and Analysis – Positive cash flow for all properties except for Highlands 2 and Arbor Vista was noted. Some of that is due to timing of expenses. Overall, the properties remain stable. The 2nd Quarter report is expected to show continued positive results.

Update to COVID Relief Funding - Scott Aker updated the Board regarding the Emergency Food Assistance Program. Grant funds have been spent, with balances of approximately \$500, and both funders consider their grants fully satisfied. The demand for food assistance has dropped considerably. The need was greater with households that had mobility issues. The grants served 29 families and 29 senior households.

Regarding the HUD Cares Act funding, staff continue the process of utilizing these resources. Round One funding has a remaining balance of approximately \$15,000. All remaining funding will be spent, with a focus on technological enhancements to the agency's telephone system and

MINUTES

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Tuesday, June 1, 2021

Audio-Visual systems in Hot Topics and the Community Zone. Any remaining funds will be directed toward normal operating expenses which have occurred during the time of the pandemic. Scott reminded the Board that HUD has made it clear they do not want funds returned.

Regarding emergency rental assistance, thus far GJHA has used approximately \$35,000 of the \$123,000 in CDBG-CV funding. This funding is provided on a reimbursement basis. Scott indicated that GJHA is not the only agency that is seeing this trend. There are many factors that could contribute to this. This funding does not expire until September of 2022 so there is time to work with the city on options to re-purpose the funds should GJHA conclude it cannot be used for rental assistance. Staff prefer to wait until the eviction moratorium is lifted and any fallout from that occurs. Tami asked if once a tenant is facing eviction and has not utilized any of the Covid money thus far will they be able to then utilize the funding? Scott answered that there is nothing in the rules that prohibit that, provided that staff conclude the request has a legitimate nexus to the pandemic. The eviction watch list is down to 10 people or less.

Chris asked how long the tenant can use this funding? The answer is six months. Tami asked if we could use the CARES Act money for wages? Scott answered yes it can, including appropriate staff bonuses.

Lance updated the Board on an attempted email phishing scam that occurred inside communication between GJHA, Shaw Construction and OZ Architects. The scammers created an email address very similar to that of Shaw Construction and attempted to direct a payment to a different bank. Lance detected the scam, reported it to the GJHA IT Team and did not proceed. GJHA staff have been directed to obtain verbal confirmation in addition to existing protocols regarding changes for any financial transaction.

Status Update on Audit of 2020 Financial Statements – tax credit properties are complete. Staff met all reporting deadlines to tax credit investors. The draft GJHA report suggests another clean, unmodified audit. Staff does not expect any changes in the final product. Staff have been very efficient through this process.

Voucher Program Discussion

The Voucher Team has been issuing more vouchers. Staff recently pulled 200 names off the voucher waitlist. The first two Foster Youth to Independence Program vouchers have been issued. GJHA has been informed that it will receive 23 new Emergency Housing Vouchers for homeless households, people fleeing domestic violence or fleeing human trafficking. Each voucher comes with funds to help support with lease up expenses. GJHA will receive a \$500 bonus for each voucher that leases up within 90 days. These vouchers start July 1st. To Tami's question regarding liability for damages for these households, Racquel indicated GJHA has no liability. There has been discussion about hiring another Housing Specialist to help manage the

MINUTES

Grand Junction Housing Authority
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Tuesday, June 1, 2021

additional vouchers, given the higher level of oversight the vouchers require. Given the backgrounds and risk profiles of households who will receive these vouchers, staff are working with landlords in the community to provide extra security deposits to mitigate their risk.

Supportive Services Updates

Scott began this discussion by acknowledging Holly Webster for her individual award from United Way of Mesa County for her years of hard work on the GJHA employee campaigns, and for the award GJHA received for its innovative approach to the 2020 campaign during the pandemic.

Service/Care Coordination Expansion – Holly updated the Board that so far, the team has received requests for service/care coordination from 75 of the approximately 350 senior voucher households that do not live at a GJHA senior/disabled property. Holly shared a story about helping a client find appropriate health care coverage and funds to acquire hearing aids. She helped another senior set up direct deposit so they could cover their bills. Scott indicated that staff are in early conversations with Rocky Mountain Health Plans about extending this program to senior households dually eligible for Medicaid and Medicare who also have significant physical and behavioral health needs. Early estimates suggest that as many as 200 seniors living in GJHA properties may qualify.

Rich Krohn asked if GJHA has the statutory authority to provide these services. Scott responded that this question has not been asked. The conversation focused on the likelihood that these services fit within the authority to provide stable housing. Staff will look into this and report back. Bill Johnson asked if Holly was familiar Pace program at Hope West? She is familiar and she said we are able to refer a lot of our tenants to this program.

Urban Institute/Len Nichols model update – Staff are continuing to work with Dr. Nichols, a health care sector economist who has developed a model to demonstrate return on investment to community stakeholders that benefit from investments in the social determinants of health. The Robert Wood Johnson Foundation has an open Request for Proposals for this kind of work, and Dr. Nichols intends to apply, to specifically include the Grand Junction market in his proposal.

Re-Opening Plan Update – Krista Ubersox updated the Board that GJHA will have a soft re-opening of the main office on July 1st. Staff are placing furniture in common areas at certain properties, and property managers will begin seeing residents in their offices starting June 14.

2814 Update – Danette Buck told the Board that 2814 was fully leased as of April 26. Resident demographics are very similar to Ratekin Tower Apartments. It is expected to take tenants some time to adjust to the diverse demographic population.

MINUTES

Grand Junction Housing Authority
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Tuesday, June 1, 2021

Other Business, if any:

Ivan Geer told the Board that Mayor Chuck McDaniel is the new City Council Board member. Danette updated the board regarding two new findings of methamphetamine contamination – one at Walnut Park and one at Linden Pointe. Evictions are proceeding and remediation work is underway. Notices of occurrence have been filed with the insurance carrier. Staff are waiting to file claims to utilize limited insurance coverage at those properties that can least afford the costs. Staff will include in the 2022 budget recommendations for ongoing reserves to address this issue.

Adjourn

With no further business or discussion, the meeting was adjourned at 6:38 pm with a motion by Bill Johnson, second by John Howe and unanimous vote.

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