

September Board of Commissioners' Regular Meeting Minutes
Grand Junction Housing Authority ("GJHA")

8 Foresight Circle, Grand Junction, CO 81505

September 6, 2022 at 5:00 p.m.

1. Call to Order and Roll Call

GJHA's Board of Commissioners' Regular Meeting was called to order at 5:03 p.m. by Ivan Geer, Chair. Attendance was taken by roll call with the following present:

Board of Commissioners:

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

GJHA Staff:

Jody Kole, CEO
Shelley Carpenter, Controller
Jill Norris, General Counsel
Danette Buck, Asset Manager (Virtually)
Kevin Sperle, IT Supervisor (Virtually)
Desirae A. Garman, Paralegal
Margaret Ellrick, Supportive Services Supervisor
Brandi Doolin, Family Self-Sufficiency Coordinator
Racquel Wertz, Voucher Supervisor

A member of the public, Chuck Peterson, joined the meeting virtually at 5:37 p.m.

2. Consent Agenda

The Consent Agenda consisted of: (1) July 5, 2022 Board of Commissioners' Regular Board Meeting Minutes; (2) August 2, 2022 Board of Commissioners' Regular Board Meeting Minutes and (3) July 26, 2022 Finance and Audit Committee Meeting Notes.

With a motion by Chris Launer, a second by Bill Johnson and a vote, the Consent Agenda was approved. Rich Krohn abstained from the vote, as he did not attend two (2) of the meetings.

3. Approval of Resolution 2022-09-01 Adopting GJHA Action Plan for the Family Self-Sufficiency Program - Margaret Ellrick, Supportive Services Supervisor

Staff is requesting that the Board approve the implementation of the Family Self-Sufficiency Program's ("FSS") new Action Plan, which the U.S. Department of Housing and Urban Development ("HUD") is requiring be submitted by no later than September 30, 2022, with policies outlined in FSS Action Plan to be in effect by November 14, 2022. The Action Plan is a form prepared by Nan McKay & Associates, a company approved by HUD, to create Action Plan templates. Staff only revised the template Action Plan to include GJHA's information as it relates to GJHA's FSS program. The Family Self-Sufficiency Program Coordinating Committee reviewed and approved the FSS Action Plan. Due to the changes being requested by HUD, GJHA's FSS program has been unable to add any new participants since June 16, 2022. There are currently six (6) applicants waiting to apply for the FSS program but have

MINUTES

Grand Junction Housing Authority
September Board of Commissioners' Regular Meeting

September 6, 2022 at 5:00 p.m.

not been able to do so while GJHA has been working to implement the Action Plan required by HUD.

Some of the major changes occurring with the implementation of the FSS Action Plan are to funding, timeline of the program, Temporary Assistance for Needy Families ("TANF") requirements, employment requirements at time of graduation, guidelines for client becoming disabled during program, and rules surrounding graduation requirements. The FSS program is now available to voucher holders, individuals in public housing, and project based multi-family housing. Additionally, if a participant forfeits the escrow account, GJHA must have a separate account to hold the forfeited funds, so the funds can be used by other FSS clients and Staff for educational and training.

With a motion by Tami Beard, a second by John Howe, and a unanimous vote, Resolution No. 2022-09-01 Adopting GJHA Action Plan for Family Self-Sufficiency Program was approved.

4. **Approval of Resolution 2022-09-02 – Approving Payment Standards for the Housing Choice Voucher Program Effective October 1, 2022 - Racquel Wertz, Voucher Supervisor**

HUD released its Fair Market Rents ("FMR") for the upcoming year, which goes into effect October 1, 2022. The payment standards are increasing allowing voucher holders more options to find affordable housing. Staff is recommending the Board authorize one-hundred ten percent (110%) of the FMRs for Mesa County and for the Small Area FMR's for zip codes 81505, 81507 and 81521. This increase will give voucher holders a better chance of renting in these areas that HUD has identified as needing voucher holders to lease up.

The increase to the payment standards will also apply to project-based vouchers. This increases the rental payment from HUD for its portion of the rent minus utilities. Each of GJHA's project-based properties entered into Housing Assistance Payment ("HAP") contracts at different times. Changes in the payment standards for these properties can only occur at the annual renewal of the HAP contract. The new HUD fair market payment standards will be used to calculate rental income in the proposed 2023 Budget.

With a motion by Rich Krohn, a second by Bill Johnson, and a unanimous vote, Resolution 2022-09-02 – Approving Payment Standards for the Housing Choice Voucher Program Effective October 1, 2022 with change in Recital, paragraph D to state "October 21, 2022" was approved.

MINUTES

Grand Junction Housing Authority
September Board of Commissioners' Regular Meeting

September 6, 2022 at 5:00 p.m.

5. Finance and Audit Committee Report – Tami Beard, Committee Chair and Shelley Carpenter, Controller

a. Family Medical Leave Insurance (FAMLI) – Krista Ubersox, HR Director/Jill Norris, General Counsel; Approval of Resolution 2022-09-03 Declining All Participation in Colorado's Family Medical Leave Insurance ("FAMLI") Program

Tami Beard advised that the Finance and Audit Committee discussed in depth the Family Medical Leave Insurance ("FAMLI") program. Staff asked the Finance and Audit Committee to make a recommendation to the Board to approve a resolution declining all participation in FAMLI. FAMLI is a state-run program, is designed for Colorado workers to have access to paid leave to take care of themselves or their family during life circumstances that pull them away from their jobs. As a local government, GJHA can opt-out, However, if an employee opts-in, GJHA must allow the employee time off as ordered by FAMLI. If GJHA or an employee opts-in to FAMLI, it is a three (3) year commitment. Even if GJHA opts-out, it can later opt-in at any time. No less than every eight (8) years, GJHA must reconsider participating in the FAMLI program.

Staff determined it was necessary to complete additional research to make certain GJHA follows all regulatory guidance and requirements. Therefore, Staff withdrew Resolution 2022-09-03 Declining All Participation in Colorado's Family Medical Leave Insurance Program and will present this Resolution to the Board in the near future.

b. 2023 Budget Update – Shelley Carpenter, Controller

The Finance and Audit Committee also discussed the known/unknowns for the proposed 2023 Budget. Shelley Carpenter reviewed the major assumptions being made in the 2023 Budget. Staff has contacted local utility providers, property and casualty insurance providers, and health insurance providers to obtain rate increase information for 2023 but has received minimum guidance from these vendors. Krista Ubersox also contacted several housing authorities in Colorado, local government agencies, as well as the organization completing our compensation study researching salary projections for 2023. Based on the information currently available, Staff made the following major assumptions: a ten percent (10%) increase for property and liability insurance; an increase of five percent (5%) for utilities; and a three to eight percent (3-8%) increase for employee compensation for inflation with the 2023 Budget currently reflecting a five percent (5%) increase.

The 2023 Budget does not include any calculations for acquisitions and/or development of property as there are too many unknowns at this time. Staff will submit revisions to the Budget if acquisitions and/or developments occur in 2023.

MINUTES

Grand Junction Housing Authority
September Board of Commissioners' Regular Meeting

September 6, 2022 at 5:00 p.m.

Shelley Carpenter clarified that there is no specific cash account designated for hazard expenses. Hazard expense is below the line on the financial statements and proposed Budget. These expenses can be covered by the operating reserve and the replacement reserve accounts of the property affected by a hazard expense.

A special board meeting is being called on October 18, 2022 at 5:00 p.m. to review and approve the proposed 2023 Budget.

6. **Approval of Resolution 2022-09-04 Authorizing Application FY2022 Community Project Funding Grant in the amount of \$1.4 million – Jody Kole, CEO**

HUD is requiring a resolution by the Board authorizing the application for the Community Project Funding Grant. Staff anticipates using the \$1.4 million award on an acquisition, as the grant is flexible so long as funds are used for affordable housing.

With a motion by Rich Krohn, a second by Tami Beard, and a unanimous vote, the Resolution 2022-09-04 Authorizing Application FY2022 Community Project Funding Grant in the amount of \$1.4 million is approved with the following changes: (1) Recital A to say "appropriations"; (2) paragraph 1 should be "for the Staff"; and (3) paragraph 2 should be "to make" was approved.

7. **Discussion of Ballot Measure creating of a Statewide Affordable Housing Fund – Jody Kole, CEO**

Jody Kole inquired if the Board is willing to endorse Proposition 123 that creates a statewide ongoing funding resource for affordable housing by dedicating \$300 million or one-tenth (1/10) of one percent (1%) of the taxable income towards affordable housing.

Jody Kole acknowledges that the Board has a history of not supporting ballot initiatives, but she believes that this initiative supports affordable housing in Colorado. Rich Krohn and Ivan Geer expressed their thoughts about Proposition 123. Chris Launer, Tami Beard, Bill Johnson, and Chuck McDaniel are in favor of endorsing Proposition 123. John Howe generally favors endorsement of Proposition 123.

With a motion by Bill Johnson, a second by Chuck McDaniel, and a vote, the Board approves the endorsement of Proposition 123. Ivan Geer abstained from this vote.

MINUTES

Grand Junction Housing Authority
September Board of Commissioners' Regular Meeting

September 6, 2022 at 5:00 p.m.

8. Other business, if any

Staff has received four proposals responding to the Audit RFP and interviews are being scheduled. Tami Beard and Chris Launer will participate in the interviews along with Staff.

The City of Grand Junction Council ("City Council") will be discussing several matters that could affect affordable housing at its September 7, 2022 meeting. There are three (3) ballot initiatives: (1) implementing a short-term rental tax of six to eight percent (6-8%); (2) increasing lodging tax by one percent (1%); and (3) allowing the City of Grand Junction ("City") to increase the permitted lease duration from twenty-five (25) to ninety-nine (99) years term for affordable housing.

City Council will discuss creating a housing advisory board to advise the City on affordable housing as it relates to the City's Strategic Plan. The housing advisory board will be made up of community experts. It was discussed that it is unknown why the City is not using GJHA's Board for this purpose; but this is in the planning stages, so additional changes could be forthcoming on this matter. Also, the City of Grand Junction is working to create an affordable housing incentive program that will waive fees for housing projects that have affordable housing options. Jody Kole proposed that GJHA Staff handle the calculations for determining what is affordable housing. This incentive is still being considered by the City.

GJHA received ten (10) additional vouchers from HUD for general use.

9. Executive Session

Ivan Geer made a motion to go into Executive Session at 6:48 p.m. A roll call vote was taken with Ivan Geer, Rich Krohn, John Howe, Chris Launer, Tami Beard, Bill Johnson and Chuck McDaniel, a quorum of the Board of Commissioners, voting to go into Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. § 24-6-402(4)(e), and to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. § 24-6-402(4)(a);

The following additional details are provided for identification purposes: *to discuss acquisition or lease of property for future development or preservation.*

The Executive Session concluded at 7:35 p.m. Participants in the Executive Session included Ivan Geer, Rich Krohn, John Howe, Chuck McDaniel, Chris Launer, Tami Beard, Bill Johnson, Jody Kole, Jill Norris, and Danette Buck (Virtually).

MINUTES

Grand Junction Housing Authority
September Board of Commissioners' Regular Meeting

September 6, 2022 at 5:00 p.m.

With no registered concerns over discussion during the Executive Session, the open meeting reconvened at 7:35 p.m.

10. **Adjourn**

With no further business or discussion, the meeting was adjourned at 7:36 p.m. following a motion by Rich Krohn, a second by Bill Johnson, and a unanimous vote.

All Board packet documents and documents distributed during the Board Meeting are retained at GJHA.