

## MINUTES

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

Monday, August 25, 2014  
Linden Pointe Community Center  
11:30 a.m.

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### 1. Call to Order

Mr. Chris Launer, Board Chair, called the regular Grand Junction Housing Authority (GJHA) August Board Meeting to order at 11:35 a.m. with the following Board Members present: Scott Aker, Tami Beard, and Chris Mueller. Board Members Barbara Traylor Smith joined the Meeting later. Paul Marx and Chuck McDaniel were absent. Also in attendance were Staff Members Jody Kole, CEO; Lori Rosendahl, COO; Karla Distel, CFO; Tim Spach, Development Director; Andrew Owens, Facilities Management Supervisor; and Kristine Franz, Executive Assistant. One guest, Nikki Meredith with Insurance Planning Alternatives (IPA) was also present.

### 2. Request Approval of a Waiting List Preference for the Colorado Choice Transition Participants

Referencing her August 22, 2014 memo to the Board, Lori Rosendahl explained the Colorado Choice Transition (CCT) Program. GJHA is a member of the State of Colorado's Olmstead Planning Committee, and participated in the Committee's efforts in the formation of the CCT Program. CCT is a five year, \$22M grant awarded to Colorado in 2011 with a goal to facilitate the transition of 490 Medicaid clients from nursing or other long-term care facilities to the community using home and community-based services and support. Services are intended to promote independence, improve the transition process, and support individuals in the community.

The Colorado Division of Housing (CDOH) and the U.S. Department of Housing and Urban Development (HUD) requested the creation of a preference on the Waiting List for CCT participants of all participating housing authorities. The request for GJHA is to set a preference of up to 10 CCT participants per year. Lori Rosendahl received notification today that State Vouchers, accompanied by Admin Funding, also have just become available to serve CCT participants. GJHA will plan to pair these Vouchers together, effectively utilizing resources. It is anticipated filling these Vouchers will be a long and complex process. Staff requested the Board's authorization to fulfill this obligation. With a motion by Tami Beard and a second by Chris Mueller, the motion was approved unanimously.

Scott Aker arrived at 11:38 a.m. and Barbara Traylor Smith joined the group at 11:39 a.m.

At this point in the Meeting, Agenda items were slightly rearranged.

**3. Discussion of FY 2014-2015 Budget issues**

Employee Health Insurance

Jody Kole updated the group on the rising costs of employee health care insurance premiums for the coming year. She stated that figures originally provided showed a 24% premium increase in health care insurance for employees. However, recent numbers reflect a more accurate number of between 12 – 17% increase, depending on the plan chosen by the employee. Jody distributed a chart illustrating available plans for health care coverage offered to GJHA employees through Rocky Mountain Health Plan. The chart showed premium costs for 2014 and projected 2015 costs with a premium increase of between \$60 - \$180/employee/month depending on the selected coverage. The new premiums and coverage begin November 1, 2014.

She also noted that currently GJHA contributes \$425/employee/month toward health care premiums. For those employees who do not opt to take GJHA insurance coverage, a comparable amount is allocated for use toward other GJHA offered supplemental insurance such as AFLAC, dental, and/or vision. A \$25/employee/month increase is budgeted in the FY 2014-2015 Budget for a total of \$450/employee/month.

Jody Kole introduced Ms. Nikki Meredith of Insurance Planning Alternatives (IPA), and Nikki continued the presentation. Statistics including the trend, the plan factor, and demographics are all considered in determining the premiums. The next closest carrier in premium cost is Anthem Blue Cross with premiums 8% – 10% higher. IPA recommended staying with Rocky Mountain Health Plan, and keeping the same plans as the previous year.

Group discussion addressed the following topics:

- The increase in insurance premiums in the Grand Valley is due to the cost of health care in Mesa County.
- Issue a monthly insurance premium stipend to employees, thereby transferring the responsibility to the employee for finding insurance coverage.
- Limit the insurance options to only GJHA offered plans, and do not allocate funding for employees to choose other insurance options.

- Nikkie Meredith gave the Colorado state standard percentage for employers covering/contributing to individual employee premium costs. The standard maintained by GJHA has always been at a higher percentage than state standards.
- There are 29 employees utilizing the GJHA-offered insurance plans with 25 employees choosing employee only coverage.

With this advanced notice to the Board of the rise in insurance premiums, Jody Kole said GJHA continues to strive toward helping employees absorb some of the premium increases. The Board will be presented with additional information in the FY 2014-2015 Budget.

With no further questions or discussion, Nikki Meredith departed at 11:55 a.m.

4. **Request Board Authorization of a FY 2013-2014 Budget Revision – Linden Pointe Roof Repairs of \$19,432**

A problem with the building roof design has been identified at Linden Pointe. Tim Spach briefed the group stating this condition threatens the facility, and creates a potential safety hazard for tenants. Seven structures in the complex are involved. The defective condition contributes to winter ice damming, over running of the gutters during heavy rainfall, and subsequent moisture damage and ice buildup issues on the apartment landings. Tim Spach explained the proposed resolution to the problem and encouraged repair prior to the winter season.

Referencing the previously distributed Bid Tabulation Sheet, Tim Spach stated two responders met the solicitation response requirements and one did not and are as follows:

<u>Vendor</u>	<u>Bid Amount</u>	<u>Met Requirements</u>
FCI Constructors	\$23,496.00	Yes
Hurst Roofing	\$19,432.00	Yes
Saenz Roofing	\$ 7,000.00	No

As co-signers on the Replacement Reserve Account, approval from the Investor Limited Partners will be requested upon Board approval of this FY 2013-2014 Budget Revision.

With no further discussion, the motion by Barbara Traylor Smith and a second by Scott Aker to approve the FY 2013-2014 Budget Revision for \$19,432.00 was approved unanimously.

**5. Continued Discussion of FY 2014-2015 Budget Issues**

At the request of Barbara Traylor Smith, Lori Rosendahl presented a slide show highlighting photographs of the larger capital improvement items projected and included in the FY 2014-2015 Budget. Jody Kole explained that the sizable increase to the capital improvement budget is due to some improvements being on the capital improvement schedule, the delay of others for the FY 2013-2014 year, and other items needing repaired now and should not be delayed. Improvement items categorized by property are as follows. Discussion included topics such as repair, justification, and questions answered.

*Crystal Book Townhomes*

- Repair of unit decks
- Asphalt/concrete repairs
- Roof replacement/repair
- Apply new nonskid to ADA ramp

*Walnut Park*

- Roof replacement/repair
- Cooler replacement
  - A Community Development Block Grant (CDBG) awarded in the amount of \$50K will be utilized for cooler replacement
- Asphalt/concrete repairs

*Ratekin Tower*

- Asphalt/concrete repairs
- Concrete slab settling, which needs to be raised and leveled
- Elevator work
- Copier
- Intercom system
- Heat pumps in some apartments and common areas
- Replace fabric-covered chairs in the common area with hard surface chairs
  - Laundry funds will be used with Board approval
- Add cameras to security system

Lincoln Apartments

- Asphalt/concrete repairs
- Future plans include a full facility rehab
  - Not included in 2014-2015 Budget. Cost will be presented to the Board in the future.
  - Plan to apply for grant funding

Courtyard, Bookcliff Squire, and Arbor Vista Apartments

- Asphalt/concrete repairs

Lori Rosendahl answered the question posed by Chris Launer regarding the use of Replacement Reserve and Laundry Reserve Funds. The capital improvement expenses will be covered by these two Reserve Accounts with the exception of the asphalt/concrete repairs at Courtyard, Bookcliff Squire, and Arbor Vista Apartments. That expense is approximately \$10K and will be covered out-of-pocket.

At the request of Barbara Traylor Smith, Jody Kole educated the group on Program Reserve Funds and Replacement Reserve Funds, discussing how the funds originate, accumulate, restrictions on use, and replacement.

Discussion occurred on using different material for longer-term repair on the wooden decks at the Crystal Brook units. Additional research will be done.

**6. Other Business**

Strategic Plan Update

Chris Mueller said the handout he distributed focused on input pertaining to the GJHA Vision and Mission Statements gathered at the Strategic Planning Retreat. Due to a limited amount of time available for the Retreat, Chris captured group questions and comments regarding the two Statements for further group discussion and clarification.

Input from staff and Board Members ensued regarding updating and broadening the Statements and completing the Plan. Consensus was to tweak the proposed Vision Statement and move forward with the proposed Mission Statement.

In light of everyone's busy schedules, Chris Mueller will forward updated portions of the Strategic Plan to Board Members and Executive Staff for review. Rather than schedule a special meeting, one final review of the Strategic Plan is planned for a future Board Meeting and should be prior to additional work commencing by the Executive Staff. The group concurred.

*Upcoming Conferences*

Jody Kole reminded the group of the 2014 Housing Colorado Conference to be held in Vail, Colorado October 7 - 10, 2014 and encouraged Board Members to attend. GJHA was chosen as one of the three Colorado housing authorities to participate in Housing Colorado's 2014 Design Charrette. The goal of a Charrette is to get architects, engineers, contractors, property owners, and residents all together and develop a site plan for a property. Presentations of the designs are made the last day of the Conference. GJHA Staff chose the Epstein property as the Charrette project. GJHA is also nominated for three Eagle Awards that will be announced at the Awards Banquet. Five GJHA staff members and one resident leader plan to attend the Conference, participate in the intense Charrette work, and attend the Awards Banquet event. Barbara Traylor Smith plans to attend the Awards Banquet event.

The NAHRO 2014 National Conference will be held in Baltimore, Maryland from October 16 - 18, 2014.

*Grand Junction Economic Partnership Annual Meeting (GJEP)*

With an invitation received from GJEP to attend its Annual Meeting on September 15, 2014, Jody Kole polled the group for interest. Board Chair Chris Launer will join Jody Kole and Lori Rosendahl in attending this event.

**7. Adjourn**

The regular August GJHA Board Meeting adjourned at 12:55 p.m.