

MINUTES

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

**September 23, 2002
Conference Room
1011 North Tenth: 11:30 a.m.**

1. Call to Order

The September Board of Commissioners' Meeting was called to order at 11:40 a.m. by Cory Hunt, Vice Chair. Those in attendance were: Kathleen Belgard, Harry Butler, Erin Ginter, Steve Heinemann, Cory Hunt, Gi Moon, and Jody Kole.

2. Executive Session – C.R.S. 24-6-402(4)(f)

Cory made a motion to enter into Executive Session to discuss personnel issues pertaining to the Executive Director's job performance. The motion was seconded by Erin. Because Gabe DeGabriele was out-of-town, he was contacted via the telephone and participated in the meeting through the use of a speaker telephone at 11:55 a.m. Cory made a motion to adjourn the Executive Session and enter into the regular meeting. This motion was seconded by Kathleen and unanimously approved. The regular meeting began at 12:00 noon with the additional Grand Junction Housing Authority (GJHA) staff members present: Esther Lucero-Cardona, Steven Elliott, Kristine Franz, Mary Gregory, and Greg Hancock.

3. Consent Calendar

This agenda item was postponed until later in the meeting. Agenda items were reprioritized due to the limited time Gabe would be participating in the meeting via the telephone. (Reference Page Two for discussion details.)

4. Consideration of a Loan Request from Grand Junction Housing Initiatives to Cover Operating Expenses from Fiscal Year 2001-2002 and Fiscal Year 2002-2003

Steven Elliott, GJHA Finance Director, reviewed the Grand Junction Housing Initiatives' Budget with the group. The Grand Junction Housing Initiatives is requesting a loan to cover both the cumulative deficit from years prior to 2002 for operating costs which totals (\$2551.40) plus the projected budget deficit for 2003 of (\$6622.00). After some discussion, Gi made a motion to initiate a loan to the Grand Junction Housing Initiatives and change the repayment plan to a cash flow note. Steve seconded the motion and it passed unanimously. As discussion continued, Gi asked the question if the Housing Initiatives would be able to receive grants with this negative balance. Steven indicated a

negative impact could be felt due to this deficit. Because of this, the Board decided to revise the financial arrangement. Gi amended the wording of her previous motion from providing a “loan” to providing a “grant” from the GJHA to the Grand Junction Housing Initiatives. Cory seconded the motion and it passed unanimously.

5. Resolution 2002-19 Adopting Consolidated Budgets for Fiscal Year 2002-2003

Steven indicated the Fiscal Year 2002-2003 Budget revisions were finalized and asked if the Board was ready to consider adopting the proposed budget. Gi recommended that we be as conservative as possible in the future by looking at ways to improve the budget numbers. Lengthy discussions developed on topics regarding hiring additional staff and various property projects. The final outcome of additional budget amendments is as follows:

- Lincoln Apartments replacement reserve funding will be dropped from \$5,000 to \$3,000.
- Defer filling the Homebuyer’s Education Position by 6 months.
- Delete the Service Coordinator Position at Ratekin Tower until after the Mark-to-Market Debt Restructure and Refinance.
- Only do necessary capital improvements at Ratekin Tower.
- Add consulting fee expense in the General Fund of approximately \$62,400 for a consultant to start up a Homeownership Program and
- Defer filling the Purchasing/Personnel Position for one year. Jody will continue to make all the Human Resources (HR) decisions. Look at other options for joint ventures with other Agencies for the HR position.

Due to a conflict of interest, Gi chose to discontinue her current discussion participation at 12:37 p.m.

Walnut Park’s budgeted landscaping costs for shrubs, plants, rocks, watering system, etc. were discussed. It was decided to keep this budgeted line item but Jody suggested that the staff be asked to revisit the estimates and focus on the necessities.

Gi asked if the revenue from the sale of the Pitkin property has been committed. Jody responded “no”, but the Board informally suggested at the 2002 Strategic Planning Retreat in April to move these funds into the Homeownership Program.

Upon completion of the “budget brainstorming”, Cory made a motion to adopt the Consolidated Budget as amended. Gi seconded the motion and it passed with an abstention from Harry. Steven was asked to incorporate the new changes and distribute a new budget document.

Gi expressed her thanks for all the work staff put into the Budget. Board Members unanimously agreed.

Minutes (contd.)

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Kathleen left the meeting at 12:43 p.m.

6. **October Board Meeting Cancelled**

The 2002 National NAHRO Conference in Seattle will be in session on the regular Board Meeting Monday of October 28th. Because all seven Board Members and Jody will be attending this Conference, it was decided the October Meeting will be cancelled.

Gabe ended his “long distance” meeting participation at 12:47 p.m.

3. **Consent Calendar (continued from Page One)**

It was requested that Resolution 2002-18 be removed from the Consent Calendar. The remaining two items, the adoption of the Minutes of August 26th and September 11th, were unanimously approved.

Gi asked for clarification on Resolution 2002-18 regarding the attorney’s fees related to the possible litigation at Ratekin Tower. After it was determined the costs were reasonable given the circumstances, Gi then made a motion to adopt Resolution 2002-18, which was seconded by Cory, and it passed unanimously.

7. **Other Business, if any**

Housing Needs Assessment

Greg Hancock, Development Director, informed the group that Mesa County is sponsoring a dinner meeting on Thursday, September 26th at 6:00 p.m. at Good Pastures for all partner organizations of the Grand Valley Affordable Housing Needs Assessment. GJHA Board Members are invited to attend. Greg will be giving a Power Point presentation highlighting the findings and facilitating a discussion on the recommendations of the Needs Assessment. He also took a few minutes and shared his thoughts on *where do we go from here with the Needs Assessment?* The Oversight Committee will reconvene (as the Grand Valley Housing Coalition) after Thursday’s meeting to strategically plan how to increase the inventory of less than market rate housing units. While the plan is being created, the Coalition will work with policy makers to adopt the Needs Assessment Recommendations. Thereafter, the Committee will meet regularly to report to the policy makers on Plan implementation successes, challenges, and additional policy changes that would assist the housing development effort. With regular data updates, the Needs Assessment could be an effective tool for as long as ten years.

Current Drug Policy for Applicants

Esther Lucero-Cardona, Assistant Director, distributed a memo dated September 19, 2002, that outlined the new admissions rules for Drugs/Criminal Activity/Alcohol Abuse that was adopted by the Board on June 24, 2002. The Board is now being asked to consider adopting additional clarification as to what constitutes a denial of housing for a felony. Recommendations of treating felony charges and convictions as equals would eliminate applicant housing ineligibility problems later on. Considerable discussion ensued regarding applicants losing their "position in the waiting list/eligibility pool" if a guilty status becomes a blanket ranking applied overall to applicants with felony charges pending, prior to conviction. A predetermined 60-day timeline was agreed upon for an applicant to be allowed to maintain his eligibility pool status pending case disposition. Harry made a motion to accept this 60-day timeline proposal with the stipulation that if the applicant isn't convicted, the waiting list/eligibility pool status position is maintained. Cory seconded the motion and it passed unanimously.

8. Adjourn

A motion was made at 1:25 p.m. by Cory to adjourn the meeting with a second by Erin and it was unanimously agreed upon.