

## MINUTES

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

**February 24, 2003  
Conference Room  
1011 North Tenth: 11:30 a.m.**

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### **1. Call to Order**

Gi Moon, acting Board Chairperson, called the Grand Junction Housing Authority's (GJHA) February Board of Commissioners' Meeting to order at 11:41 a.m. Attendees included: Kathleen Belgard, Harry Butler, Erin Ginter, Steve Heinemann, Jody Kole, Kristine Franz, Greg Hancock, Esther Lucero-Cardona, Becki Tonozzi, and Jon Wickre.

### **2. Adoption of the January 27, 2003 Meeting Minutes**

With no amendments to the minutes, Erin made a motion, which was seconded by Steve, to adopt the meeting minutes of January 27<sup>th</sup> as written. The motion was unanimously passed.

### **3. Introduction of the New GJHA Finance Director**

Jody Kole, Executive Director, introduced and welcomed back Becki Tonozzi, who has been rehired as the GJHA's Finance Director. Approximately four years ago, Becki left the GJHA's employment and her position as Finance Director to pursue other ventures. To Becki's credit, Gi informed the Board that, from past experience in working with her, she is very thorough and detail-oriented and will provide excellent financial reporting.

### **4. Request that the Board Establish an Expedited Process to Consider Time-Sensitive Real Estate Acquisition Issues**

In the past, the Board has discussed how best *immediate Board direction could be given to the Staff for development activities if real estate-related opportunities arise quickly and need to be addressed immediately*. Lengthy discussion was held concerning the possibility of appointing a "Development Committee" comprised of a certain number of Board Members, their operational parameters, and guidelines for the Committee to defer a decision to the entire GJHA Board.

Other approaches also discussed pertaining to real estate acquisitions were:

1) establishing a monetary ceiling price or a not to exceed percentage figure for a property purchase price on a U.S. Department of Housing and Urban Development (HUD)-foreclosed property or other real estate opportunities, 2) possible options of obtaining Board Member's opinions/decisions through telephone calls, e-mail messages,

and informal meetings as opposed to calling a “special meeting” requiring personal attendance, and 3) what do the Colorado State Statutory guidelines mandate pertaining to communication methods/voting procedures through methods other than a formalized meeting setting.

The final decision, with joint group consensus, was if a real estate decision required immediate attention, a special Board Meeting will be called with no later than 48 hours notice. Jody was also requested to obtain clarification on rules and regulations of the State of Colorado regarding teleconference meetings.

**5. Update on Linden Property Development and Consideration of Resolution 2003-08**

Jody explained that one of the first steps in creating a documented paper trail of the involvement with a tax credit transaction is the approval of a Resolution indicating that the GJHA expects to be reimbursed for predevelopment expenses associated with this effort from the proceeds of the borrowing. Resolution 2003-08 represents this intent. Jody made reference to the Resolution dollar figures as strictly approximated. A motion was made by Steve, and seconded by Kathleen, to adopt Resolution 2003-08; it passed unanimously.

Greg Hancock, Development Director, followed with a progress update. Advancement is being made with the site plan, a unit design, and costing. GJHA Staff have met several times with representatives of Odell Architects and Shaw Construction. The target date of April 1<sup>st</sup> remains a primary focus in order to continue with the established funding application time line. Options for the site plan have been narrowed down and the unit mix numbers of the development have been established as follows: 20% are 1 bedroom, 50% are 2 bedrooms, and 30% are 3 bedrooms with a portion of the units to be handicapped accessible. A meeting is scheduled for February 27<sup>th</sup> with Odell and Shaw representatives to complete the site plan work, and then on March 4<sup>th</sup> the neighborhood meeting will be held at the Dos Rios Elementary School from 6:30 p.m. until 8:00 p.m. A mailing of over 350 flyers went out to households within a 1500' radius of the property encouraging their meeting attendance and inviting their comments. Hot dogs, chips, and sodas will be available for attendees. As a courtesy, meetings have already been held with the area elementary and middle school principals and the Grand Junction Police Department to inform them of our intentions, seek input and advice, and to give them advanced notice of the projected 2004 fall school attendance. Concern was expressed over traffic congestion at the intersection of Linden, B ¾ Road and Highway 6 & 50. Greg explained that those types of issues would be worked out with the City. Conceptual site plans will be available later this week. Board Members were invited to attend the March 4<sup>th</sup> meeting and discover what the Development Team is envisioning.

**6. Downtown Housing Effort**

Jody reminded the group of past conversations with the Downtown Development Authority (DDA) pertaining to a joint venture of new construction of downtown housing. The DDA Board would like the Downtown Housing Effort (DHE) to pursue an initial feasibility analysis which includes identifying potential sites for such a development and issuing a Request For Proposal (RFP) for a Market Study. This analysis would be funded out of the DHE funds. The DDA would like to see both rental and home-ownership questions on the Study.

Discussion ensued pertaining to the Market Study scope and boundaries. To initiate action on this feasibility analysis, the group chose the option, as outlined in the Joint Venture Agreement, of establishing an Executive Committee comprised of an equal number of members of each Board, plus the Executive Directors of each entity. Erin, Kathleen, and Steve volunteered to be the GJHA's Committee representatives. Jody was asked to notify Harold Stalf, Executive Director of the DDA, that we are ready to move forward with the process if the DDA Board is in agreement with the Executive Committee option, and that we would propose scheduling a late March meeting.

**7. Grand Valley Housing Initiatives**

The Grand Valley Housing Initiatives' (GVHI) Board has been meeting to develop a Mission Statement as well as Goals and Objectives. They want their purpose to be distinctive yet complimentary to the Grand Junction Housing Authority's efforts and believe this draft document conveys that. They feel their role would be more beneficial and supportive to the GJHA in both the homeownership arena and also in program involvement that requires grant funding from private foundations.

The GVHI Board is comprised of a five-member Board. One position is still vacant and Cory Hunt, who was elected Vice President, has resigned effectively immediately due to work-related commitments. Gi volunteered to replace Cory, which was followed by a motion from Erin for Gi to replace Cory on the GVHI's Board. The motion was seconded by Harry and passed with an abstention from Gi. Discussion was held identifying a few other individuals who might be qualified candidates for the vacant fifth position and follow-up calls will be made.

**8. Quarterly Update on Board Goals**

The 2003 GJHA Goals Status Report was reviewed with certain items receiving discussion and further clarification.

The invitation from the Mesa County Board of County Commissioners to attend the March 13<sup>th</sup> dinner meeting and participate in the County strategic planning discussion plus hear an update from the Grand Valley Housing Coalition will be accepted by five Board Members and Jody.

Harry mentioned an article he had read in the *Denver Post* that morning. Jody had copies and distributed the article entitled **Affordable-Housing Crisis on City Leaders' Doorstep** as additional information and reading material.

**9. Other Business**

Grand Valley Homeless Shelter Fund Raiser

As is known, during the effort to seek grants to pay off the Shelter acquisition and rehabilitation costs, we have discovered grant funding sources first require the community to demonstrate a vested interest in the Shelter by committing their financial support. Consequently, a Committee (comprised of Erin, Gi, and Greg) was established to brainstorm and choose various fund-raising ideas to prove this pledge and help build funds. Erin gave an update on the Committee's ideas pertaining to the Homeless Shelter fund raising efforts, and solicited endorsement from the group on a chosen benefit activity.

*A benefit dinner and an evening of fun*, hosted by Madeline and Steve Heinemann at their residence sometime during the April/May timeframe, has been chosen as the next benefit event. The HomewardBound Board has been approached with this idea and was very supportive. It is likely the evening spotlight will focus on a presentation by the Director of the Homeless Shelter, by both HomewardBound and GJHA Board Presidents, and, hopefully, other funding source representatives. The invitation list will be limited to approximately 30-50 affluent community members, and the Boards have been requested to respond with suggested names of guests to invite. A formal invitation is in the design process.

High Performer Rating

Esther Lucero-Cardona, Assistant Director, announced that the GJHA has received a "High Performer" rating by HUD for its performance during the Fiscal Year of 2002 with a score of 97 out of a possible 100 on the Public Housing Authority Assessment. The annual audit is conducted by the Real Estate Assessment Center Division of HUD and is rated in the four major categories of physical, financial, management, and resident.

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A breakfast recognition celebration was held for the staff of the GJHA on February 21st at the Agency's office facility. Staff members received Certificates of Appreciation as well as one paid day of leave in appreciation of a job well done. Jon Wickre, Outreach Coordinator for the GJHA, will prepare a press release for immediate community announcement.

**10. Executive Session – Discuss Real Estate Acquisition – C.R.S. 24-6-402(4)(a)**

Jody requested the group move into Executive Session at 12:58 p.m. Erin made a motion, which was seconded by Gi, to move into Executive Session.

**11. Adjourn**

The Executive Session ended at 1:25 p.m. Steve made a motion, with a second by Erin, to adjourn the February 24<sup>th</sup> Board Meeting. The motion passed unanimously.