

MINUTES

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

**August 4, 2003
Conference Room
1011 North Tenth: 11:30 a.m.**

1. Call to Order

The regular July 28th Grand Junction Housing Authority (GJHA) Board Meeting was rescheduled for August 4th, and Board Chair, Gabe DeGabriele, called this meeting to order at 11:33 a.m. with the following individuals in attendance: Kathleen Belgard, Erin Ginter, Steve Heinemann, Cory Hunt, Gi Moon, Jody Kole, Kristine Franz, Mary Gregory, Greg Hancock and Becki Tonozzi. John Collier of Collier Consulting Services was also in attendance. Virginia Garcia joined the meeting later.

2. Consent Calendar

There being no deletions from the Consent Calendar, Kathleen made a motion, which was seconded by Cory, to adopt the Consent Calendar as presented. The motion was unanimously approved.

Clarification was given that Resolution 2003-12 was adopted during the June 23rd - 24th Board Meeting and was only attached to the Meeting Minutes as a reference citing the final prior approved language and format.

3. Fiscal Year 2003 Third Quarter Financial Statements

Becki Tonozzi, Finance Director, stated that the financials were presented in a revised format this time and explained why the change. Standardizing the reporting by combining and summarizing previous reports into a more condensed version (which are similar to what is being sent to the U.S. Department of Housing and Urban Development (HUD) and Real Estate Assessment Center (REAC) not only shows the General Fund account independently from other Programs but hopefully will make all the financial reports easier to decipher. She gave an overview of the documents, with the focus primarily being on the *Summary of Cash Activity* Report. Considerable time was taken with explanations of certain line items and answering Board questions on both the *Summary of Cash Activity* and the *Combined Operating Report Budget* documents. Becki requested the Board study the revised format and offer feedback as to whether this reporting change is acceptable.

4. Linden Property Development

Jody Kole, Executive Director, referenced her August 1, 2003, memorandum (memo), written to the Board, pertaining to the Linden property development progress and asked Greg Hancock, Development Director, to expound further with additional information.

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He noted that a Preliminary Plan Submittal will be delivered very shortly to the Grand Junction Planning Department. This is the beginning of the primary round of reviews and considerations by the City to approve some of the components of the development, which will eventually lead to building permits, etc. During this time, consideration will also be given to our special requests for:

- a variance on the number of 1.8 per living-unit parking spaces to 1.5 per unit
- vacating to the GJHA the land immediately south of the site where B $\frac{3}{4}$ Road turns north and doesn't connect with Linden, as well as the portion of road representing an extension of Gary Drive as it flows north through the site.

Greg indicated that costing numbers will be available from the contractor in a couple of weeks and that will most likely influence the decision regarding the size (square footage) of the individual units.

Greg reiterated that receiving the approval of tax credits is exciting news! In addition, the project development and construction critical path timeline was somewhat softened when staff discovered that a new change to a Colorado Housing and Finance Authority's (CHFA) policy has been implemented. The amount of time a developer has in which to meet the Carry Forward Requirements, meet the spending requirements, and complete construction, cost certification and 100% lease-up has been increased. Under the new rule, the developer has one full year from the date of the allocation to spend a minimum of 10% of the total costs, thereby, meeting the 10% Carry Forward Requirements. The new rule also gives the developer 24 months in which to complete the construction, cost certification and 100% lease-up. This additional time created some much needed scheduling flexibility.

Greg briefed the group on the two neighborhood meetings hosted by the GJHA and highlighted the concerns raised by attendees. The bulk of the issues revolved around the changed traffic flow, which resulted from the City's requirements, and are identified below:

- Rerouting B $\frac{3}{4}$ Road through the site changes the access and egress to and from some of the commercial businesses
- Routing Gary Drive through the site, even as a private drive

He further explained the revised site plan drawings, discussed negotiations with the Traffic, Engineering and Design Standards (TEDS) Committee on various items, and discussed the concession approved by the Committee (and agreed to by the Agency) to put a private road through the development. Greg indicated that the development will benefit in a couple of ways with the addition of this private road, and it is hoped that the neighbors will recognize these advantages. They are as follows:

- A private road is roughly only 24' wide instead of a public right-of-way of 84'
- Parking spots off a private drive are allowed to back up into the drive

Greg informed the Board that after the second neighborhood meeting, rumors are circulating of neighbors filing a petition to stop the development or to request a zoning change. The City's formal complaint process outlines that the neighbors have the option of first going to the City Planning Commission to voice their complaint, and if they aren't satisfied with the response, then they can seek counsel. Greg stressed that the City is heavily vested in this development by granting Community Development Block Grant (CDBG) funds and by having an affordable housing development as part of its Strategic Plan.

Jody offered the Board the opportunity to discuss the development's current unit mix, focusing on the number of three-bedroom units and the concern with the current high vacancy rates of three-bedroom units in today's market. The Board felt a change in the mix wasn't warranted at this time.

Extensive discussion was held pertaining to the revised unit floor plans. Board Members were very supportive of the redesign and complimented staff and Steve for their extended efforts.

Greg outlined the next steps in the development process as follows:

- Submit the Preliminary Plan to the City and work with the City Planning Staff throughout the review process
- Handle neighborhood complaints (this is assuming there will be some)
- Shop the Tax Credits to find an investor, select one and start the contractual process
- Complete the Federal Home Loan Bank of Topeka (FHLB) Affordable Housing Program (AHP) Application
- Finalize construction costs (competitive subcontractor bids will "firm up" costs)

Virginia Garcia, Asset Manager, joined the Board Meeting at 12:17 p.m.

5. Capital Terrace Townhomes Disposition Proposal

John Collier, of Collier Consulting Services, referenced his July 21, 2003, memo to the Board which contained information and recommendations pertaining to a completed feasibility study on the possibility of disposing of the 30 units in the Capital Terrace Public Housing Project. Erin expressed concern that we stay on the same path as HUD with its homeownership focus. Pros and cons dealing with the disposition were thoroughly discussed, and the Board was informed that Becki is already working on the "debt forgiveness" process with HUD. In Harry's absence and in his behalf, Gabe stated that Harry is strongly against this disposition.

Kathleen left the meeting at 12:40 p.m.

After continued lengthy discussions and feelings of extreme concern were expressed on losing these 30 deep subsidy units, Board Members were divided on this pending decision. Consequently, in lieu of a possible split vote, Gabe recommended that a vote not be taken at this time, and that John move forward with the Disposition Application Request to HUD asking for 30 project-based Section 8 Vouchers. The Board agreed that continued discussion and a final decision would be postponed until notification is received regarding our request for 30 additional Vouchers.

6. Other Business

NAHRO's 2003 Summer Conference Report

Gabe and Cory attended the National Association of Housing and Redevelopment Officials' (NAHRO's) 2003 Summer Conference in Tampa, Florida, in July. Although Gabe was very involved assisting Becki with unexpected last minute details associated with the Ratekin Tower refinancing closing, he was able to attend the *Advocacy for Commissioners* Workshop and highlighted the importance conveyed to everyone during that session to attend the annual NAHRO Legislative Conference held in Washington, D.C. Cory reported on attending several workshops and conference gatherings and felt the sessions were very informative.

Reschedule Regular August Board Meeting

Annually, the Grand Junction City Council meets with each of its Boards and Commissions. Because the GJHA's annual joint luncheon meeting has been scheduled for August 25th, Jody requested the Board choose another date to hold the regular August Board Meeting. September 3rd was selected as the rescheduled date. Jody also informed the group of subject areas that have been previously addressed with City staff, and recommended discussing these items with City Council during the August 25th gathering. Topics include affordable housing incentives ideas, partial waiving of fees, rebating sales/use tax and the potential of the City acquiring land and selling/giving it to the GJHA for affordable housing development.

Housing Advocate Position

Jody was pleased to announce that the contract renewal for full funding from Mesa County for the Housing Advocate position was recently received.

Grant/Funding at a Glance Matrix

John Wickre was complimented on the detailed information shown on the *Grant/Funding at a Glance* Matrix. However, in the interest of time and to create a shorter review process, he was requested to condense the chart by just listing status changes instead of providing the full information each time.

NAHRO's 2003 National Conference

Gi, Gabe, Harry, and Jody will attend NAHRO's 2003 National Conference in Dallas, Texas in October 2003. Erin and Kathleen will plan to attend the Public Housing Authorities Directors Association (PHADA) Conference in January in Orlando, Florida. There won't be a conference chosen this year where **all** Board Members will be requested to attend, as there has been in the past.

Ratekin Tower Refinance

Becki was complimented on what an excellent follow-up job she did pertaining to all the unexpected last minute Ratekin Tower refinancing closing details.

7. Executive Session to Discuss Personnel Issues

At 1:14 p.m., Gabe made a motion, which was seconded by Steve, to move into Executive Session to discuss personnel issues. With a unanimous roll call vote, the motion passed.

The Executive Session adjourned at 1:30 p.m. with a motion by Steve, a second by Cory, and a unanimous roll call vote.

8. Adjourn

Gabe moved to adjourn the August 4th Board Meeting at 1:31 p.m. The motion was seconded by Gi and unanimously approved.