

MINUTES

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

**October 27, 2003
Conference Room
1011 North Tenth: 11:30 a.m.**

1. Call to Order

The regular October 27th Grand Junction Housing Authority (GJHA) Board Meeting was called to order by Board Chair, Gabe DeGabriele, at 11:34 a.m. Kathleen Belgard, Harry Butler, Erin Ginter, Steve Heinemann, Cory Hunt, Gi Moon, Jody Kole, Kristine Franz, Mary Gregory, Greg Hancock, Becki Tonozzi, and Jon Wickre were in attendance. Also attending the meeting was John Collier of Collier Consulting Services.

2. Consent Calendar

Gi and Harry requested that Items No. B (Resolution 2003-20 PHA Certifications of Compliance with the Revised Standard PHA Plans and Related Regulations) and No. C (Resolution 2003-21 Approving the Submittal of the Disposition Plan for Capital Terrace Apartments) of the Consent Calendar be removed for further discussion. Kathleen made a motion to adopt only the September 22nd Meeting Minutes, Gi seconded the motion, and it passed unanimously.

Gi requested clarification on Resolution 2003-20 PHA Certifications of Compliance with the Revised Standard PHA Plans and Related Regulations. Jody Kole, Executive Director, and John Collier explained that this Resolution was only revising the Public Housing Authority (PHA) Plan to state that an application was being submitted to the U.S. Department of Housing and Urban Development (HUD) for approval of the disposition of Capital Terrace. Jody further explained that there is no way to know if it is possible to get the Site-Based Vouchers necessary to preserve the affordability of these units unless the application is submitted and reviewed by HUD. She also assured the Board that this application submission doesn't commit to a disposition decision, and that a final decision would still need to be made by the Board once HUD responds to this request.

Harry stressed that he is against both Resolution 2003-20 and Resolution 2003-21 and specifically requested that it be documented as such in the Minutes. Erin and Gi also expressed some concern over issues such as: 1) making sure the same clientele will still be served if Capital Terrace is disposed of, and 2) if the Grand Valley Housing Initiatives (GVHI) acquires Capital Terrace, will the GJHA lose its control. John Collier assured Board Members that these Resolutions are only to see if the transaction of disposing of Capital Terrace is possible, and reminded the Board that these Resolutions are only

putting in writing the vote of the Board to move forward with this disposition application, as determined at a prior meeting.

With questions answered and discussion complete, Erin moved to approve Resolution 2003-20. Kathleen seconded the motion and the votes were recorded with a 5-1-1 vote: 5 to approve, 1 against (Harry) and 1 abstention (Gi). Kathleen made a motion to approve Resolution 2003-21, Cory made a second, and the motion passed with a 5-1-1 vote: 5 to approve, 1 against (Harry) and 1 abstention (Gi).

3. Update on the Linden Development

Greg Hancock, Development Director, referenced his memorandum dated October 22, 2003, pertaining to the Linden development status update and also distributed a current elevation drawing. Lengthy discussions were held on each of the following items: 1) the site plans and elevation drawing were reviewed, 2) the building exterior design and exterior material finishes were discussed, 3) the unit mix and affordability were reviewed, 4) development costs were discussed, 5) the funding status and development budget were reviewed, and 6) the lender selection process/development schedule was outlined (the RFP will be released next week).

Reference was made to the unit square footage and the associated costs due to the change to individual unit washers/dryers. Greg stressed his concern over the high development costs and expressed doubt on receiving the Affordable Housing Program (AHP) funding due to the development costs exceeding the AHP guidelines. Another funding source for \$300,000 would need to be found if the AHP funding falls through. Steve reminded everyone that this property has been a challenging site for cost-effective development from the beginning, due to City development requirements.

Steve was acknowledged and thanked for the extensive effort he put into redesigning the unit floor plans in such a short time frame and working closely with Greg and Jody in this process.

Steve noted that there are deficiencies still existing in the 2-bedroom unit kitchen floor plan that need to be resolved, and that the overall fine-tuning process of the floor plans has just begun. In addition, a 3-D structural drawing has been requested from the architect for a better visual concept of the development.

Discussion was held regarding how best to keep the Grand Junction City Council and the Mesa County Commissioners apprised of the development progress, solicit their support, and request financial assistance towards the development (fee reductions, fee waivers, etc.) Jody stated that she and Greg have been meeting with Bob Jasper, Mesa County Administrator, on a regular basis and will be talking with the Mesa County

Commissioners soon after the Agency presentation to City Council Members during their meeting on November 17th. Additional discussion was held on how to demonstrate to the County that the people helped are not only City but County residents and how critical County support is for this project to succeed. Erin felt that Board Members should meet with the County Commissioners and will call for a luncheon meeting. Jody will call Jim Baughman as well.

4. Discuss Proposal for Interim Program Coordinator of the Homeownership (H.O.M.E.) Program

Referencing his October 22nd memorandum to the Board, John Collier discussed the details of the recommendation to keep the Homeownership Program operational while waiting for word on grant funding from HUD. The grant would fund the salary/benefits of a Homeownership Coordinator, so retaining John for three months on a part-time basis (12 hours per week) to manage the Program on an interim basis until word is received from HUD seemed to be a viable option. Discussion continued addressing topics such as: 1) the importance of continued contact with all five current Program applicants, 2) short term and long term Program financing through grants/loans from various entities, and 3) where the Homeownership Program will eventually reside - under the GVHI or the GJHA.

Also during discussion, Jody informed the group that funding had been received from HUD for the Family Self-Sufficiency Program (FFS) Coordinator's salary/benefits. She also noted that eight applications were received for Kathleen Belgard's Board position as her term is expiring the end of October. The Grand Junction City Council will appoint an individual to fill this Board position on November 5th. The unsuccessful candidates will be notified of the two vacant Board positions for the GVHI in hopes that someone might be interested. Mr. Darin Carei, who has previously expressed interest in sitting on the Initiatives Board, is a homebuilder, and therefore, wanted greater clarity regarding the Initiatives role with the Homeownership Program to determine if he would have a conflict of interest.

Steve made a motion to retain John as interim Homeownership Program Coordinator for up to three months, as proposed, with the cost not to exceed \$3,000. Erin seconded the motion and it passed unanimously.

5. Agency Outreach Activities Update

Jon Wickre, Outreach Coordinator, announced that he had attended a couple of grant writing workshops recently, and he felt that the training would be beneficial when working on future grant applications. Jon noted that when contacting foundations on behalf of the GVHI requesting grant funds for the Grand Junction Community Homeless

Shelter, he has discovered that: 1) the foundations are more receptive to requests for smaller amounts of money because of the lack of familiarity with the GVHI and its projects, 2) local commitment with financial support is a prerequisite of foundation support, and 3) questions being asked by prospective foundations could be answered easier if the relationship between the GJHA and the GVHI was better defined.

Greg gave a brief financial summary/status of the loan acquired from the Colorado Division of Housing (CDOH) for the Grand Junction Community Homeless Shelter, and Jon gave a recap of the funds raised from various sources to not only repay the CDOH loan but also to pay for the building rehabilitation costs.

Discussion ensued regarding how and who would clarify this GJHA/GVHI organizational structure relationship. The Board directed Jody to pursue this challenge with the assistance of a subcommittee made up of Kathleen, Gi, Gene Kinsey, and Jon Wickre. A draft report will be ready for review and discussion at the December Board Meeting.

Cory Hunt left the meeting at 1:18 p.m.

6. Determine the Necessity of the Regular November Board Meeting and Discuss the Possibility of Rescheduling the December Board Meeting

Because the Annual Board Meeting will be held on November 18th and the Thanksgiving holidays are November 27th and 28th, it was decided that there would be no regular November Board Meeting. Because of the Christmas holidays, the December Board Meeting was rescheduled to December 5th at 11:30 a.m.

7. Other Business

Downtown Housing Effort (DHE) October 3rd Meeting

Gabe, Harry, and Jody attended the October 3rd DHE Meeting along with two Downtown Development Authority (DDA) Board Members. The group looked at concepts of two particular locations in the downtown area in conjunction with the DHE's downtown affordable housing objectives and goals, and Jody gave the Board a quick overview of both. A follow-up luncheon meeting is scheduled for October 31st at the DDA office at 11:30 a.m. for those interested in attending.

Training Seminar

Mr. Bill Simpson, of the National Development Council, will be the speaker at the *Financing Affordable Housing/Low Income Housing Tax Credits* Seminar sponsored by

the GJHA, GVHI, FannieMae, and the Grand Junction Area Realtor Association on December 4th in Grand Junction. The objective of the seminar is to talk to lenders, developers, and realtors who might have an interest in financing affordable housing. Additional logistic information will be available at a later date.

Grand Junction Housing Authority Positions

Jody announced that the two GJHA vacant staff positions, the front desk Eligibility Technician I position and the Ratekin Tower/Crystal Brook Property Manager position, have been filled by Megan Willford and Sheri Vega, respectively.

Maintenance Department's Internal Review Report

John submitted his Report to the Board, thereby, complying with its request for a Maintenance Department Internal Review. However, due to the length of this meeting, this Report discussion was tabled until the December Board Meeting.

Reports – Colorado Housing NOW! Conference and NAHRO's 2003 National Conference

Because of the length of the meeting, the reports on the Colorado Housing NOW! Conference and NAHRO's 2003 National Conference will be tabled.

Annual Review for the Executive Director

The annual review for the Agency's Executive Director was to be done in October so at the Board Chair's request, two Board Members will be recruited to complete this evaluation prior to the December Board Meeting.

8. Adjourn

At 1:35 p.m., Gi made a motion to adjourn the meeting. With a second from Kathleen and a unanimous vote, the October Board Meeting was adjourned.

