

**REVISED MINUTES  
AS OF 4-26-04**

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

**March 29, 2004  
Conference Room  
1011 North Tenth: 11:30 a.m.**

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**1. Call to Order**

Board Chair, Steve Heinemann, called the *rescheduled* Grand Junction Housing Authority (GJHA) March Board Meeting to order at 11:45 a.m. with the following individuals in attendance: Kathleen Belgard, Harry Butler, Gabe DeGabriele, Erin Ginter, Cory Hunt, Gi Moon, Jody Kole, Kristine Franz, Mary Gregory, Lori Rosendahl, Becki Tonozzi, and Jon Wickre. Greg Hancock joined the meeting later.

**2. Consent Calendar**

There being no corrections to the consent calendar, a motion was made by Gi and seconded by Kathleen to approve the minutes of all three meetings as presented. The vote was unanimous.

**3. Linden Pointe Update**

It was agreed that this Agenda item would be postponed until Greg Hancock, Development Director, joined the meeting.

**4. Outreach Efforts Update**

*"Building Hope for the Homeless"*

The Board issued CONGRATULATIONS to Jon Wickre, Outreach Coordinator, upon his announcement that the local Grand Junction Community Homeless Shelter facility capital campaign fund-raising effort to raise \$25,000 was successful. He also announced the success of securing a \$25,000 grant from the Helen K. and Arthur E. Johnson foundation. This grant is in addition to the local challenge match of \$25,000 from the Western Colorado Community Foundation, another \$25,000 matching grant from the Gates and Boettcher Foundations, and an outstanding committed donation from Interim Healthcare. A decision has yet to be received from the Junior Service League as to its funding participation.

The press release announcing the successful completion of the facility capital campaign has been finalized and is in the process of being reviewed and approved by the contributing foundations.

Greg joined the meeting at 11:50 a.m.

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Jon explained to the Board the Shelter Budget, attached to his March 24<sup>th</sup> memorandum (memo) and clarified Board questions. Upon Board approval of the budget, Jon proposed that this budget document accompany letters sent to the various contributing foundations confirming all funds required for this project have been raised.

The Shelter building dedication ceremony is being coordinated with Tarasina Compagni, Executive Director of HomewardBound of the Grand Valley, Inc. and has been scheduled for May 19, 2004, at 11:00 a.m.

Just as a “FYI”, the Shelter’s Winter Program closes April 15<sup>th</sup>.

#### “Places of Affordable Homes”

Distribution of the second poster in the community awareness poster campaign, “*Places of Affordable Homes in the Grand Valley*”, is well underway and is being well received.

#### United Way Site Visit

Jon announced that on Thursday, April 1, 2004, at 4:00 p.m. the United Way Allocation Panel will make a site visit to evaluate the Family Unification Program in regards to its \$12,000 funding request. Board Members are invited to be present.

### 3. Linden Pointe Update

To help guide everyone through the Linden Pointe activity status update, Greg Hancock, Development Director, distributed and referenced his memo written to the Board dated March 29, 2004. He discussed every development component listed on the status update, explaining each element and answering questions. Abbreviated highlights are summarized in the order of the development component discussed:

- The City of Grand Junction will pay for the cost to close B <sup>3</sup>/<sub>4</sub> Road if required.
- Recording of the plat is in process; Development Improvement Agreement is part of this process and associated security amount and form will be determined by the City.
- General contractor (Shaw Construction) agreed to reduce its costs by \$400,000 without compromising plans/specs; construction loan interest and developer fee will stay at same level; Colorado Housing and Finance Authority (CHFA) Application submitted.
  - General contractor working with subcontractors to tighten costs.
- Instead of general contractor performance bond, possibility of general contractor letter of credit, thereby, saving \$103,000 in the development fee budget. Letter cost versus insurance cost was discussed.
- Partnership documents are being developed by Jody and attorneys.

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- Due diligence items associated with the partnership documents were identified and discussed.
  - Jody reiterated that the Equity Investor, MMA Financial, is paying top dollar because the firm is taking very limited risks.
  - Jody mentioned that the major points of the contract documents would be ready for Board review shortly.
- Construction loan closing with Wells Fargo is contingent upon completion of due diligence items. Those items were specified which prompted follow-up discussion regarding treatment of such construction issues as weekly construction status meetings, field visits, handling of construction draws, and disbursement signature(s) authorizations. After considerable discussion, Gabe made a motion that the signers on the construction draw-down account for Linden Pointe either be Steve or Gi, as GJHA Board representatives, along with Jody as GJHA Executive Director. Harry seconded the motion and it carried unanimously.
- Dates of individual meetings with the Grand Junction City Council Members and Mesa County Commissioners were identified. A presentation will be given by GJHA staff at the City Council Workshop on April 5, 2004. Board Members were encouraged to attend all meetings.
- Anticipated construction start could be as early as the third week in April.

Jody reiterated the upcoming crucial meeting dates with the Mesa County Commissioners and the Grand Junction City Council Members and encouraged Board attendance. Greg distributed an eight-page Linden Pointe Informational packet that will be handed out at the meetings, and Jody outlined the County Meeting format. An impromptu “dry run” followed addressing/answering potential Commissioners’ questions.

Cory left the meeting at 12:50 p.m.

There was some discussion of meeting ahead of time one-on-one with each Mesa County Commissioner for a more in-depth dialogue pertaining to the Linden Pointe funding commitment. Jody mentioned that the letter requesting the City’s funding commitment is being drafted and will be delivered today for inclusion in the City Council’s Agenda Packet. The importance of conveying to the Mesa County Commissioners and the Grand Junction City Council Members the urgency of the needed funding commitment was emphasized again.

A meeting specific to reviewing the Linden Pointe partnership documents was proposed and will be scheduled for later in April when the paperwork is ready for review.

Greg will send Board Members, via e-mail, an updated first page of the Linden Pointe Packet identifying an employee unit in the unit numbers, thereby, correcting the unit spread number in the unit total number of 92.

**5. Section 8 Fiscal Year 2004 Funding Update**

Mary Gregory, Administrative Director, distributed and referenced her memo dated March 29, 2004, written to the GJHA Board regarding the Section 8 Federal Fiscal Year 2004 Funding Update. She explained that in January of 2004, the President signed an Appropriations Bill that will result in changes to the funding levels for Section 8 Vouchers in the current fiscal year. Continuing with her explanation, she demonstrated how the new Housing Assistance Payment (HAP) funding formula will be figured as well as the how the Administrative Fee Funding formula might be figured. Both are expected to decrease, but the actual amount is not yet clear.

The Administrative Fee Funding will be funded separately from the HAP Funding. A definite directive hasn't been received from HUD as of yet on the funding formula, but possible scenarios include a 7.2% to 10% cut in earned Administrative Fees, an earned flat rate administrative fee, or a set amount of dollars appropriate to each agency.

Given that this grave situation that could affect current as well as future households needing housing assistance, the Board was assured that staff will be working hard on this issue. Lori Rosendahl, Section 8 Supervisor, briefed the group on proposed changes and answered questions.

Jody advised the Board that a proposal to address the potential shortfall in administrative fees would be forthcoming as soon as the definite Administrative Fee Funding Appropriations is known.

**6. Other Business**

*PHADA's Annual Convention*

No one will be attending the Public Housing Agency Directors Association's (PHADA) Annual Convention in Louisiana May 16 – 19, 2004.

**7. Adjourn**

The meeting was adjourned at 1:08 p.m. with a motion from Gabe, and second by Gi, and a unanimous consent.