

## MINUTES

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

**April 26, 2004  
Conference Room  
1011 North Tenth: 11:30 a.m.**

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

The April Board Meeting for the Grand Junction Housing Authority (GJHA) was called to order by Steve Heinemann, Board Chair, at 11:39 a.m. Those in attendance included Board Members Kathleen Belgard, Harry Butler, Erin Ginter, Cory Hunt, and Gi Moon. GJHA staff representatives included Kristine Franz, Virginia Garcia, Mary Gregory, Lori Rosendahl, and Jon Wickre.

### **2. Consent Calendar**

One correction was requested to the March 29, 2004, Board Minutes. Under Item No. 4 – Outreach Efforts Update – “*Building Hope for the Homeless*”, it was noted that the Junior Service League had not yet committed donation funds to the Grand Junction Community Homeless Shelter facility capital campaign fund-raising effort but that a decision is expected shortly regarding funding participation.

With that one correction, Gi made a motion to adopt the Consent Calendar as presented. Kathleen seconded the motion, and it passed unanimously.

### **3. Presentation of Quarterly Financial Statements for the Three Months Ended March 31, 2004**

Due to the absence of Becki Tonozzi, Finance Director, Gi made a motion that this Agenda item be moved to next month's Agenda. Cory seconded the motion and it unanimously passed.

### **4. Discussion of Recommended Policy Changes in Agency Administration Plan for Fiscal Year 2005**

The April 26<sup>th</sup> memorandum (memo) to the Board written by Mary Gregory, Administrative Director, was referenced as Mary outlined the proposed changes to the Administrative Plan for Fiscal Year 2005. She thoroughly explained the suggested changes and together with Lori Rosendahl, Section 8 Supervisor, and Virginia Garcia, Asset Manager, Board questions were answered as they surfaced during the discussion.

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She also advised the group that the next 5-year planning cycle begins October 1, 2004, for Fiscal Year 2005 through Fiscal Year 2009. Because the GJHA earned the High Performer Status and is considered a small Public Housing Authority under the U.S. Department of Housing and Urban Development's (HUD) guidelines, the Agency is eligible this year to submit a Streamlined 5-Year/Annual Plan to HUD.

Mary explained that the status of the previous established goals will be given and the Board will have the opportunity to review this status report prior to HUD submission.

Lori distributed the **Notice PIH 2004-7 (HA)** document from HUD that addressed the Housing Assistance Payment (HAP) funding, and she specifically referenced Page 4 of this document – Item No. 6 - *PHA Actions to Reduce Costs*. She announced that prior to the issuance of this HUD document, many of these same recommendations had already been proposed by GJHA staff. With Board approval to incorporate these changes into the GJHA Administrative Plan, these changes will be formally implemented. Lori also pointed out that this HUD Notice addresses how HUD will fund the Voucher Program. For the GJHA, HAP funding will be for a baseline of 880 units and a per unit cost of \$391.

This portion of the meeting was concluded by Mary announcing the public notice and public hearing dates for the Administrative Plan. In order to meet HUD's deadlines, the Board was requested to consider adopting the Administrative Plan at the June 28<sup>th</sup> Board Meeting.

#### Capital Terrace Townhomes Fiscal Year 2004-2005 Flat Rents

Virginia referenced her April 21<sup>st</sup> memo to the Board addressing Flat Rents on Public Housing and also Property Manager Jessica Esqueda's April 19<sup>th</sup> memo to the Board listing the flat rents recommended for Capital Terrace for Fiscal Year 2004-2005.

Virginia explained why it was recommended to decrease the townhome flat rents. She stated that the reasoning for reduction in the flat rents was to give families incentive to remain in one of these units instead of renting a unit on the market that might be more affordable but lower quality. It appears that families would rather wait for a Section 8 Voucher and find a house at the same rent and in their preferred location than live in a public housing complex. Extensive discussion ensued regarding the pros and cons of lowering the flat rents and what options, if any, the Agency might have if a family chooses to be "selective" and decline available housing opportunities.

Mary was requested to obtain Agency options available when dealing with "choosy" families rejecting immediate housing accommodations, and also to supply additional backup information for the rent reasonableness comparability study that was completed as a requirement, to identify to an auditor, that the rents are reasonable.

Gi suggested and put into a form of a motion that this topic be tabled until next month's Board Meeting when the additional requested information will be available. With a second from Kathleen, the Board voted unanimously to table further discussion on this matter.

#### Security Deposit Assistance Program

Mary gave the brief history of the prior Security Deposit Assistance Program, which is a revolving loan fund for disabled and non-disabled families who qualified for a loaned portion of the security deposit to initially lease a unit for the first time through the Housing Choice Voucher Program. The original grant monies contributed by the Mesa County Department of Human Services have been expended and additional funding will not be allocated. Because of the importance and overall success of this Program, it has been proposed to fund it with extra monies from the GJHA Section 8 Voucher Program, combining the criteria from the original two programs into one. The general requirements and the repayment agreement conditions of this proposed revised Program were reviewed by Mary and Lori with a multitude of Board questions being addressed.

It was recommended by the Board to change the wording of "disabled" and "non-disabled" households to read "one-bedroom voucher family" and "two-bedroom – five-bedroom voucher family". With the verbage changes, Gi made a motion to approve continuation of the Security Deposit Assistance Program. Cory seconded the motion and it passed unanimously.

#### Home Ownership Made Economical Program

Mary referenced the Home Ownership Made Economical (H.O.M.E.) Program document and addressed suggested changes. Criteria including income eligibility, eligible family enrollment, Program participation, and lease/purchase agreements were discussed. Lengthy discussion continued with Mary and Lori clarifying Board questions. At the end of the discussion, Erin moved to adopt the H.O.M.E. Program as presented with the highlighted and discussed document changes. The motion was seconded by Harry and it passed unanimously.

#### Substantial Deviation and Significant Modification

Mary explained the difference in the Agency's 5-Year Plan and its Annual Plan, and stated that when changes are made to an Annual Plan or 5-Year Plan, a process known as "significant amendment or substantial deviation" must be followed. Public Housing Authorities must establish the percentage of changes to an Annual Plan or 5-Year Plan that will require following this process. The substantial deviation being requested has been defined as increasing from 10% to 20% the number of applicants on the waiting list

that would be impacted at the time of a change. With no additional clarification, Gi made a motion to adopt the policy as presented, Kathleen made a second to the motion, and it passed unanimously.

**5. Outreach Efforts Update**

Referencing his April 26<sup>th</sup> memo to the Board, Jon Wickre, Outreach Coordinator, highlighted several activities in progress including the submittal of a Community Development Block Grant (CDBG) Application to the City of Grand Junction in the amount of \$20,000 to help fund the Revolving Loan Fund for the Agency's Security Deposit Assistance Program; discussion of the Linden Pointe groundbreaking date/activities and the Grand Junction Community Homeless Shelter building dedication date/activities; and the continuing distribution of the second poster, "*Places of Affordable Homes*" in the Community Awareness Poster Campaign.

**6. Other Business**

Commissioner Board Development Seminar

The Colorado National Association of Housing & Redevelopment of Officials (NAHRO) is offering a Commissioner Board Development Seminar, "*Building a Better Board Team*", as a one-day workshop committed to helping Commissioners become more effective Members of the Board. The workshop is being held in Denver on May 21<sup>st</sup> and May 22<sup>nd</sup> and Board Members were informed of the Seminar. Cory committed to attend the Friday, May 21<sup>st</sup> session.

**7. Executive Session to Discuss Personnel Issues – C.R.S. 24-6-402(4)(f)**

The regular portion of the Board Meeting was adjourned at 1:00 p.m. with the Executive Session convening shortly thereafter and the meeting adjournment following the conclusion of the Executive Session.