

MINUTES

Grand Junction Housing Authority
Board of Commissioners' Meeting

September 27, 2004
Conference Room
1011 North Tenth Street: 11:30 a.m.

1. Call to Order

Grand Junction Housing Authority (GJHA) Board Chair Steve Heinemann called the regular September Board Meeting to order at 11:45 a.m. after everyone had indulged in tasty desserts in celebration of Steve's business receiving the People's Choice Award in its category in the Parade of Homes. Those in attendance included Board Members Kathleen Belgard, Harry Butler, Gabe DeGabriele, and Erin Ginter, as well as GJHA Staff Members Jody Kole, Kristine Franz, Virginia Garcia, Mary Gregory, Greg Hancock, Jon Lindman, Lori Rosendahl, Becki Tonozzi, and Jon Wickre.

2. Adoption of Minutes of August 30, 2004

There being no corrections to the Meeting Minutes, they were adopted as submitted with a motion by Gabe, a second by Kathleen, and a unanimous vote.

Jody Kole, Executive Director, mentioned that at last month's meeting, Resolution No. 2004-08 to write off bad debts of tenant damages and/or rents was adopted. It seems the amounts weren't as high as originally calculated, so a revision to the Resolution is needed, and Becki Tonozzi, Finance Director, was asked to explain further. With additional clarification, the revised Resolution was distributed for Board review and was approved with a motion by Erin, a second by Gabe, and a unanimous vote.

3. Linden Point Update

Greg Hancock, Development Director, began his Linden Pointe presentation by circulating site development pictures and distributing his September 27, 2004, memorandum and site plan.

He explained to the Board that this last week was the most challenging construction week so far because of the following two reasons: (1) rainy weather and (2) Xcel Energy has become involved with its installation of gas and electrical service. He further explained that the development is being completed by unit phases with street completion and concrete curb/gutter work not yet finished and that Xcel Energy normally installs power service in a subdivision or large building after the streets and concrete work have been completed. Consequently, the merging of the two different construction concepts has been challenging. Xcel planned and did complete the opening of all the trench work,

which currently makes the delivery of construction material difficult, as vehicles cannot drive over the trenches.

The following procedural issue remains to be worked out. Xcel's policy doesn't allow the transformers to be set in place until 90 percent of the concrete flatwork is completed. It will be months before the completion of the concrete flatwork, but because of the current survey technology, assurance can be given to Xcel that early transformer placement will be considered final with Shaw Construction assuming the responsibility.

Greg continued by reviewing the status of various construction activities. The Board was informed that a Change Order will be requested for the installation of ceramic tile instead of the originally planned sheet vinyl in the 5 accessible apartments' bathrooms to more effectively accommodate additional wear and tear and water spilled on the floor due to wheelchair transfer. He also reminded the group that once playground equipment costs are defined, a Change Order will be submitted. When discussing the allowance monies, Greg reported that Shaw had only used about half of the \$25,000 pumping allowance to pump water out of the trenches due to the high water table. There will be some additional pumping costs associated with the water that flows through the drainage ditch around the north part of the site where the bridge will go over the irrigation canal.

Upon Jody's request, Virginia Garcia, Asset Manager, gave the group an update on the pre-leasing process. Over the past few months, 75 applicants completed/submitted the pre-leasing application. Approximately ten days ago, letters were mailed to those families along with the formal Linden Pointe Application, and to date 41 completed Applications have been returned. The eligibility process for those 41 applicants will start in a couple of days. A mass mailing effort of a letter entitled "Choose Your Neighbor" was sent to approximately 370 addresses within a 1500 foot radius of Linden Pointe giving the neighbors an opportunity to refer family/friends to apply for housing. As a requirement of MMA Financial, an independent firm will be reviewing first-year tenant files, and because of this requirement, Mary Gregory, Administrative Director, has been working on the contract with Quantum Realty, the firm recommended by MMA Financial. Virginia finalized her review by stating that qualifying the first 16 tenants and meeting the initial lease-up requirement is proceeding well.

4. Discussion of Affordable Housing Forum Outcomes & GJHA Follow-up

With the City of Grand Junction (CITY) sponsored Affordable Housing Forum over, Jody indicated that further City discussions have transpired about what direction to take and she thought it appropriate to discuss today where the GJHA might head in response to that. Harry Butler gave a brief report on the City Council's discussion of affordable housing at its recent Retreat. The City encourages concerted efforts in the affordable

housing arena, but stopped short of endorsing a multi-jurisdictional housing authority approach. Extensive discussion ensued regarding what action, if any, and how aggressive an approach, should be taken by the GJHA. The Board encouraged Jody to initiate contacts with City staff, and Harry agreed to ask the City Council to schedule a joint meeting.

5. Discussion of Annual Meeting/30th Anniversary Celebration in November

Jody solicited the Board's assistance with decisions pertaining to the upcoming Annual Meeting and the 30th Anniversary Celebration. She explained that the GJHA's By-Laws state that the Annual Meeting will be held the third Tuesday in November (which this year would be November 16th). Because of a couple of reasons, that doesn't seem to be the best date to hold the Annual Meeting. The regular November Board Meeting is scheduled for a week later, November 22nd, and because the Linden Pointe Clubhouse will be completed by that time, the opportunity exists to reschedule the Annual Meeting to November 22nd, combine it with the 30th Year Anniversary celebration and hold the festivities at Linden Point where guests could visit the site and participate in a property tour. General consensus approved changing the Annual Meeting date to November 22nd and lengthy discussion resolved many logistic details.

6. Other Business

Section 8 Funding Deficit

GJHA staff gave the Board an update on the U.S. Department of Housing and Urban Development (HUD) Funding Cut for Housing Choice Vouchers. Lori Rosendahl, Section 8 Supervisor, informed the group that the original budgeted funding was for a baseline annually of 10, 560 Vouchers. Jody stated that, due to the conscientious effort on the part of the Section 8 Staff in curtailing the per unit cost of Housing Assistance Payments for each Voucher at HUD's capped per unit cost, the Agency is slightly under-leased, which equals less than one full year for one Voucher. Becki Tonozzi, indicated that an E Schedule was sent to the HUD's financial analyst projecting a shortfall of \$63,000 and asking if monies would be available to cover this deficit. To date, no answer has been received. Becki noted that the recently revised shortfall figure is down to \$45,000 - \$55,000.

Family Self-Sufficiency Graduate

Jon Lindman, Housing Counselor, gave a brief overview of the graduation celebration in honor of Juan Jaurigui held at the GJHA facility on September 24th. He reiterated Juan's personal testimony and concluded by acknowledging Juan's Family Self-

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Sufficiency (FSS) Program accomplishments. Press Releases announcing the graduation will be sent to the media and legislators.

7. Executive Session – C.R.S 24-6-402(4)(a)

The regular September Board Meeting concluded at 12:50 p.m. with a motion by Gabe to move into Executive Session for the purpose of discussing potential real estate acquisition for future housing development. The motion was seconded by Kathleen and passed with a unanimous roll-call vote.

8. Adjourn

The Executive Session ended at 1:21 p.m. on a motion by Gabe, a second by Harry and a unanimous roll-call vote. The regular September Board Meeting immediately adjourned on a motion by Erin, a second by Gabe, and unanimous approval.