

MINUTES

Grand Junction Housing Authority
Board of Commissioners' Meeting

Monday, March 28, 2005
Housing Authority Offices
1011 North Tenth Street
11:30 a.m.

1. **Call to Order**

Commissioners Harry Butler, Gabe DeGabriele, and Erin Ginter were in attendance when the regular March Grand Junction Housing Authority (GJHA) Board meeting was called to order at 11:37 a.m. by Board Chair, Steve Heinemann. Also present were Sheryl Trent, Assistant to the Grand Junction City Manager, and GJHA Staff Members Jody Kole, Kristine Franz, Mary Gregory, Greg Hancock, Jon Lindman, Lori Rosendahl, Becki Tonozzi, and Jon Wickre. Kathleen Belgard, Gi Moon, Tisha Petelo, and Virginia Garcia arrived later.

2. **Consent Calendar**

The Consent Calendar, comprised of the Board Meeting Minutes for January 7th and February 28th, was unanimously adopted with a motion by Erin and a second by Gabe.

3. **Presentation of Audit for Fiscal Year Ended September 30, 2004 for Grand Junction Housing Authority**

In order to allow several Board Members additional arrival time, discussion of this Agenda item was postponed until later in the meeting.

4. **Linden Pointe Update**

A memorandum dated March 25th and authored by Development Director Greg Hancock was distributed prior to his verbal report.

Virginia Garcia joined the group at 11:40 a.m.

Greg noted that the accelerated building completion schedule shows construction completed by May 16th, two weeks ahead of schedule. He also mentioned that a schedule adjustment has been made to complete Buildings I and J together, and that the clubhouse multipurpose room echo mitigation is being addressed with a variety of options being considered.

Gi Moon arrived at 11:42 a.m. and Tisha Petelo joined the meeting at 11:45 a.m.

Minutes (contd.)

Page 2

Greg announced that the Residents' Council Meeting held on Tuesday, March 22nd was very well attended. He summarized the meeting and noted that the tenants decided to implement a Neighborhood Watch Program and that they expressed interest in choosing colors of the facility picnic tables.

Greg also briefed the group on the potential five-year video and internet contract with Bresnan Communications, which would result in a monthly reduction of approximately 25% in fees for services to the tenants and add approximately \$12,000/year in revenue to the landlord.

From Page 1, Item 3 - Presentation of Audit for Fiscal Year Ended September 30, 2004 for Grand Junction Housing Authority

Becki Tonozzi, Financial Director, began her presentation by commenting on how pleased the Agency is with the new auditing firm of Hawkins, Ash, Baptie & Company, LLP. Board Members expressed their satisfaction, as well.

Becki reviewed, with the Board, the *Independent Auditors' Report on Communications With the Audit Committee* and the *Independent Auditors' Report on Management Advisory Comments* noting that the Agency is in compliance with proper procedures and that any issues were minor. She explained the adjusting journal entries, as well as discussed the Auditor's comments and recommendations outlined in both Reports. The Board felt that the upcoming Retreat would be an appropriate place to address the Auditor's recommendations outlined in the Report.

Kathleen Belgard joined the group at 11:58 a.m.

Becki continued the audit presentation by referencing the *Independent Auditors' Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133* and stating that there were no questioned costs or findings. She commented that the *Management's Discussion and Analysis* portion of the Audit is new this year and is a narrative overview and analysis of audited financial statements written by the Housing Authority staff. A brief explanation was given for the increase in assets and net income, and clarification was given to Board questions pertaining to surplus cash and Residual Receipts. Various programmatic line items on the *Combining Statement of Net Assets; the Combining Statement of Revenue, Expenses, and Changes in Net Assets; and the Combining Statement of Cash Flows* were highlighted and explained.

5. Discussion of Downtown Housing Effort Project

Jody Kole, Executive Director, shared with the Board that the Downtown Development Authority (DDA) is negotiating with a bank on the purchase of a property. A contract has been offered and the bank wants to sell the property to the “project” as long as all parties involved are in agreement. For the bank to consider this purchase, letters are being requested from all key parties pledging their support of this transaction. She also explained that several other bank requirements (parking lot design, future land use, etc.) are in the process of being met. Jody advised the Board that a draft Memorandum of Understanding (MOU) would be forthcoming next month stating that all the parties agree to work together and identifying what each party contributes and receives in return. A motion was made by Gabe and seconded by Erin to continue to move forward with this process by issuing the requested letter of support. The motion was unanimously approved.

6. Other Business

Project-Based Voucher Program

At the request of the Board, Lori Rosendahl, Section 8 Supervisor, and Jody provided an update on the status of the Project-Based Voucher Program. This Policy is being reviewed by the Resident Advisory Board for inclusion into the Five-Year Agency Plan.

Lease-Up and Vacancy Information for Crystal Brook Townhomes and Linden Pointe

Virginia Garcia, Asset Manager, distributed and reviewed her memorandum dated March 28th to the Board. Lease up and vacancy statistics for Crystal Brook Townhomes and Linden Pointe were discussed. She also informed the Board that a staff member from the Colorado Division of Housing (CDOH) will be here tomorrow to review seven files.

Update on the Grand Junction City Council’s Working Committee Focusing on the Shelter and Housing Goals

Sheryl Trent, Assistant to the City Manager, briefed the group on the activities of the Grand Junction City Council’s Working Committee that is focusing on the City’s *Shelter and Housing Goals*. The interview process of finding a facilitator who will bring together the policy-level working committee has concluded with Mr. Joe Gonzales of Denver being selected as the consultant. A letter will be sent from Council Member Jim Spehar to Board Chair Steve Heinemann requesting his participation on the Steering

Minutes (contd.)

Page 4

Committee. This Steering Committee, with a planning process timeline of up to eight months, will take the lead on gathering and working as part of the policy-level working committee. The first Steering Committee Meeting is scheduled for April 11th at 2:00 p.m. to establish goals, formulate directional guidance, etc.

Mary Gregory left the meeting at 12:46 p.m.

National Association of Housing and Redevelopment Officials (NAHRO) Legislative Conference Report

Erin reported that the Conference was very informative and worth while and that it was reiterated over and over again that there is NO ADDITIONAL FEDERAL MONEY AVAILABLE. She stressed, and everyone concurred that, as an Agency, we need to continue to work within the community to solve the federal funding problem by becoming more self sufficient.

Jon Lindman left the meeting at 12:50 p.m.

Flexible Voucher Program

Jody reiterated that the U.S. Congress and HUD have been discussing a Flexible Voucher Program in one form or another for several years. It appears that the trade organizations of NAHRO and the Public Housing Agency Directors Association (PHADA) have accepted that this Program is inevitable and have developed their own proposal on how a Flexible Voucher Program might work. It is Jody's opinion that there are only minor differences to be resolved, and anticipates the Program to become effective the first of next year.

February Board Meeting Minutes Correction

Gi noted that two corrections should be made to the February 28, 2005 Meeting Minutes. On Page 4, Item No. 9, the figure of \$25M in supplemental funding set aside by Congress should be changed to \$25MM, reflecting MM for million instead of one M, and again on Page 5 the \$25 M bond issue privately placed by Freddie Mac should be changed to read \$25MM.

7. Adjourn

There being no further business, the meeting was adjourned at 12:55 p.m. with a motion by Gabe, a second by Erin, and a unanimous vote.