

MINUTES

Grand Junction Housing Authority
Board of Commissioners' Meeting

Monday, May 23, 2005
Housing Authority Offices
1011 North Tenth Street
11:30 a.m.

1. **Call to Order**

Board Chair, Steve Heinemann, called to order the regularly scheduled May 23, 2005 Grand Junction Housing Authority (GJHA) Board Meeting at 11:40 a.m. with the following individuals in attendance: Board Members Kathleen Belgard, Teresa Coons, Gabe DeGabriele, and Tisha Petelo; staff members Jody Kole, Kristine Franz, Virginia Garcia, Mary Gregory, Greg Hancock, and Jon Wickre.

Teresa Coons, the Grand Junction City Council Representative assigned to the GJHA Board for a one-year term, was introduced and welcomed.

2. **Consent Calendar**

There being no questions or corrections to the Consent Calendar, it was adopted with a motion from Gabe, and second from Kathleen, and a unanimous vote.

3. **Discuss Recommendations to Fill Vacant Board Seat for Grand Valley Housing Initiatives**

In the absence of Jon Lindman, Housing Counselor for the GJHA, Jody Kole, GJHA Executive Director, addressed this Agenda item.

She referenced the previously distributed May 2, 2005 letter from Grand Valley Housing Initiative's (GVHI) Board President, Gene Kinsey, endorsing Veronica Myers-Moore from Unifirst Mortgage to fill the vacant GVHI Board position. Jody noted that Unifirst Mortgage, the valley's single largest beneficiary of the Homebuyer Education Program because of its volume of Colorado Housing and Finance Authority (CHFA) mortgages, can now contribute to the Program with Veronica's participation. After brief discussion, Veronica was appointed to the GVHI Board with a motion from Kathleen, a second from Tisha, and a unanimous vote.

4. **Discuss Crystal Brook Townhomes' Vacancy/Leasing Issue**

Jody reminded everyone that during last month's Board Meeting, Gabe requested that the vacancy/leasing issue at Crystal Brook Townhomes be addressed again focusing on the pet policy issue. Recapping previous dialogue, she stated that staff was authorized by

Minutes (contd.)

Page 2

the Board to waive the no pet policy but that staff was reluctant to do so fearing higher damages would occur at the property that wouldn't be collectible. Staff proposed and the Board agreed to a trial period "move-in special concession" of one month's free rent offered to clients instead of allowing pets to see if vacancy problems could be resolved, and if not, then the pet policy would be revisited.

Jody commended Virginia Garcia, GJHA Asset Manager, and her staff for working very hard on this problem and stated that good progress has been made.

Virginia reported that GJHA's lease-up figures are better than most tax credit properties in the Valley, according to Kathleen Jacobson, the Asset Manager and the representative with whom the GJHA works with at The Enterprise Social Investment Corporation (ESIC). Virginia cited one-bedroom units, stairs to second level, and income limits as contributing vacancy factors. Information regarding current advertising avenues and statistics of denied applicants and unit showings were reported. The steps of the application process were also identified for better clarity.

In Erin's absence and in her behalf, Gabe relayed and echoed her concern of the continued lost monthly rental dollars due to vacancies, and felt that it was time to recognize things that can't be changed (one-bedroom units, stairs) and to work to change things that can be adjusted (eliminating certain pet restrictions). After further discussion, it was decided that a trial three-month period allowing pets, with some limitations, would be put in place. A staff update will be provided to the Board in September.

5. Linden Pointe Update

Greg Hancock, GJHA Development Director, gave an update to his previously issued May 18th memorandum regarding two disputed items yet to be resolved.

- The two insurance companies representing the subcontractor that did the carpet install are preparing an offer regarding the insurance claim.
- A letter of non-compliance regarding the playground service was sent to the subcontractor by the general contractor.

Greg notified Board Members that there are other remaining costs yet to be incurred such as additional building signage, marking assigned vehicle parking, and he is considering warehousing replacement of outside building light fixtures.

In answer to Gabe's question, Greg confirmed that children are now using the playground equipment. Originally, the playground was fenced off for approximately three weeks and children weren't allowed to access the equipment due to the faulty rubber surface tile installation. Upon the installer's second visit, the installation was completed and the children were allowed to play on the equipment. The work quality hasn't been corrected and still remains an issue, however.

The lease-up status is currently at 57 families with 9 more families this month for a total of 66, the required to-date lease-up figures.

Jody informed the Board that planning is underway for a facility dedication. The preference is to hold the ceremony when legislators' schedules would allow their attendance, such as summer recess. Further inquiries will be made for summer recess dates.

6. Discuss Board Strategic Planning Retreat

At Steve's request, discussion of this Agenda item was delayed until the end of the Meeting.

7. Other Business

GJHA Properties Tour

Routinely, Board Members are taken on an annual tour of the GJHA properties, and Jody suggested this tour be scheduled for sometime in June. June 14th was the chosen date with the tour commencing at 8:00 a.m. from Linden Pointe.

Fair Housing Workshop

Gabe conveyed kudos to the GJHA staff for hosting the Fair Housing Workshop, and stated that it was very well attended. He added that the trainer, Nancy Snow from the Colorado Civil Rights Division in Denver, was an excellent presenter.

Employee Recognition

Jody distributed a letter from Sister Karen Bland, Executive Director of the Grand Valley Catholic Outreach, recognizing Jon Wickre, GJHA Outreach Coordinator, for his talents and services that he brings not only to the Grand Valley Coalition for the Homeless but to the Grand Valley. Congratulations, Jon!

Minutes (contd.)

Page 4

Report on the National Development Council's 2005 Academy

Attending the National Development Council's 2005 Academy in Chicago this month were Gi, Jody, and Greg. Jody distributed information to Board Members from the Conference. It was felt that there wasn't much "cutting edge" information presented other than the New Markets Tax Credits, but that the material covered was useful and the time productive.

Adoption of the Agency Administration Plan for Fiscal Year 2005

As a reminder, Mary mentioned that the Agency Administration Plan for Fiscal Year 2005 would have to be adopted at the June Board Meeting.

Notification of Out-of-Town Plans

Jody informed the Board that she would be out-of-town beginning May 24th through June 1st for family medical reasons.

(NOTE: Illness prevented this trip from occurring.)

Return to Agenda Item No. 6 – Discuss Board Strategic Planning Retreat

To accommodate busy schedules and to also reap the benefit of reduced travel costs due to the facilitator already being in Grand Junction for other business, the Strategic Planning Retreat was scheduled for June 3rd and 4th. Joe Gonzales of Gonzales & Associates will facilitate the Retreat and Linden Pointe will be the host site. Steve pointed out that Agency growth through continued property acquisition and development is a main focus of the Board and will be a topic for Retreat discussion.

8. Adjourn

With a motion from Gabe, a second from Teresa, and a unanimous vote, the May Board Meeting was adjourned at 12:45 p.m.