

## MINUTES

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

**Monday, May 22, 2006  
Housing Authority Offices  
1011 North Tenth Street  
11:30 a.m.**

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**1. Call to Order**

At 11:35 a.m., the regular May Board Meeting was called to order by Board Chair Gi Moon at the Grand Junction Housing Authority's (GJHA) main office with the following individuals in attendance: Board Members Kathleen Belgard, Gabe DeGabriele, Erin Ginter, and Steve Heinemann; and GJHA Staff Members Jody Kole, Kristine Franz, Virginia Garcia, Lori Rosendahl, Becki Tonozzi, and Jon Wickre.

**2. Adoption of Minutes of April 24, 2006**

The April 24, 2006, Board Meeting Minutes were approved as presented with a motion by Gabe, a second by Erin, and a unanimous vote.

**3. Discussion of Recommended Policy Changes in Agency Administration Plan for Fiscal Year 2007**

Questions were solicited by Voucher Program Supervisor Lori Rosendahl regarding the proposed policy changes in the Agency Administrative Plan, previously distributed for Board review. Clarification was given to Board inquiries. In *Chapter 5 - Applying for Admission* of the Administrative Plan, Gi requested that if the U.S. Department of Housing and Urban Development (HUD) approves the request to retain all background checks for declined applicants, those documents be kept in a separate confidential file with reference to the report noted in each applicant's file. For further clarification, some rewording of *Chapter 2 – Housing Quality Standards Inspections* was also suggested.

Note: A public hearing for the proposed Agency Administration Plan that will be submitted to HUD will be held June 26, 2006, at the Agency's main office, 1011 North Tenth Street, at the June Board Meeting. The Board Meeting begins at 11:30 a.m. and the public hearing will be held after the meeting is called to order.

**4. Presentation of Financial Statements for the Four Months Ended April 30, 2006 and Audited Financial Statements for Calendar Year 2005 for Crystal Brook LLLP and Linden Pointe LLLP**

With the previous Board distribution of financial data regarding Crystal Brook and Linden Pointe, Finance Director Becki Tonozzi began her presentation by

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distributing and discussing the handout, *Supporting Data for Combined Financial Statements*. Highlighted were the high occupancy rates of 99% occupied for Crystal Brook Townhomes and 98% occupied for Linden Pointe for the period of January 1<sup>st</sup> – May 22<sup>nd</sup>. Congratulations to Staff!

Continuing with the review of *Balance Sheet* line items, Becki answered Board questions as they arose. A brief summary follows:

- Crystal Brook
  - The overall financial picture is improving – revenues are up, expenses are under budget, and net cash flow is good.
    - Gi acknowledged the dynamic financial turn around of this property, and commended staff on their hard work in returning Crystal Brook Townhomes to a profitable complex. Congratulations Staff!
  - While waiting on possible “special monies” from ESIC, maintenance work has been temporarily postponed. Lengthy discussion was held on needed interior repairs and Virginia Garcia, Asset Manager, was asked to prepare improvement projections (including the parking lot repair) for Board review.
    - Note: Projections will be presented at the July Board Meeting.
- Linden Pointe
  - Cash position is less favorable due to waiting on the third equity installment of \$321K from MMA.
  - The Professional Fees line item variance is due to permanent loan fees which had to be paid in January from Operating Funds, since the third equity installment has not yet been received.
    - Erin requested that a breakdown of these costs be e-mailed to her. Becki agreed to do so.

## 5. Appointment of “Calling Mesa County Home” Loan Committee

Policies and procedures are currently being developed for the down payment and closing cost assistance loans for the “Calling Mesa County Home” Program, as explain by Jon

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Wickre, Outreach Coordinator. He further clarified that, as per the Colorado Division of Housing policies, a local Loan Committee should be formed to provide recommendations to the GJHA Board regarding mortgage assistance policies and procedures. Reference was then made to the previously distributed list of recommended individuals. Appointment of this Loan Committee was approved with a motion from Gi, a second from Erin, and a vote of: Yes – 4, No – 0, and Abstention – 1 (Gabe).

#### 6. Update on GJHA Business After Hours

Event logistic updates were given by several individuals for the GJHA Business After Hours networking festivity being held June 27<sup>th</sup> at Linden Pointe.

#### 7. Other Business

##### Board Workshop

June 6<sup>th</sup> has been designated as the next Board Workshop date beginning at 5:30 p.m. at the Housing Authority.

Steve Heinemann left at 12:25 p.m.

##### Grand Valley Housing Initiatives

The Board accepted the resignation of Gabe DeGabriele, the GJHA representative serving on the Grand Valley Housing Initiatives Board (GVHI). It was necessary for Gabe to resign due to his new employment. Erin was nominated by Gabe to fill this vacant position, and with a second by Gi, the motion was unanimously approved.

With Kathleen Belgard's departure at 12:28 p.m., there was no longer a Board quorum.

##### Linden Pointe Irrigation/Open Ditch Update

Reporting on the current status of the Linden Pointe irrigation system and on-going open ditch problem, Jody informed the group that she had apprised Mesa County Commissioner Craig Meis of the situation, and that he is currently negotiating a compromise with the Linden Pointe neighbors. Of the original \$6,046 bill, the Agency is being asked to pay \$2,000, which represents about two-thirds of the hard material cost only (no neighborhood labor cost reimbursement). Board Members were in agreement to pay this as a one-time expense with the understanding that communication conveyed to neighbors eliminates any doubt that repeats of this nature will not be acceptable.

Capital Terrace Townhomes Phase I Activities

Jody informed the group that Phase I of the asbestos testing at Capital Terrace Townhomes is complete. The only asbestos in the property is in the linoleum tiles that have since been covered over by vinyl. Conversations are being held with HUD personnel regarding results and updates will be given as HUD feedback is received.

Grand Junction City Council Meeting

Board Members were informed that the Agency's \$100K Community Development Block Grant (CDBG) request was declined, along with funding requests from other community organizations. The City intends to acquire land for affordable housing with its funds and then will likely release a Request for Proposal (RFP). At the Council Meeting, GJHA representatives stated their concerns that outside developers will only be able to address housing problems on the upper end of the scale so families needing subsidized housing won't be assisted at all.

Grand Valley Housing Partnership

Jody reported that a draft Scope of Work to Update the Grand Valley Affordable Housing Needs Assessment is out for comments from members of the Grand Valley Housing Partnership (GVHP) with a May 26<sup>th</sup> deadline. The RFP will be released with a June 28<sup>th</sup> response deadline with the objective of selecting the consultant at the June 29<sup>th</sup> GVHP meeting.

A proposal outlining a feasibility analysis, cost, and loan options for an Affordable Housing Trust Fund is currently being drafted for review at the June GVHP meeting.

NAHRO's 2006 Summer Conference

There will be four Board/Staff representatives attending the National Association of Housing and Redevelopment Officials' (NAHRO) 2006 Summer Conference in Denver July 14 – 16<sup>th</sup>.

Special Speaking Engagement

Jody announced that she had been invited as a guest speaker at the dinner meeting of the El Pomar Foundation/Penrose Nonprofit Institute on May 25<sup>th</sup> in Rifle, Colorado.

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#### Grant Information

Questions pertaining to the Grant Chart prepared by Jon Wickre, Outreach Coordinator, were answered as they surfaced.

The Homebuyers Education Program has expanded to Montrose, Colorado, with the first class scheduled for Saturday, June 17<sup>th</sup>.

#### Development Director Recruitment

Development Director recruitment ads have been placed in approximately a dozen publications, can be found on-line at Alliance Resource Consulting and NAHRO, and Jody reported that hundreds of interested individuals are being contacted. The resume deadline is June 30<sup>th</sup> with a progress meeting scheduled for mid-July and final interviews held in late July/early August.

#### HUD Houses

Still focusing on purchasing HUD houses for “buy and flip” investment purposes, another property will be viewed today.

## **8. Adjourn**

With no additional business, the Board Meeting concluded at 12:45 p.m. with a motion by Gabe, a second by Erin, and a unanimous vote.