

MINUTES

Grand Junction Housing Authority
Board of Commissioners' Meeting
Special July Meeting

Monday, July 30, 2007
Housing Authority Offices
1011 North Tenth Street
11:00 a.m.

Prior to the start of the meeting, Andre' van Schaften, the new Finance Director, was introduced to Board Members.

1. Call to Order

The special July Board Meeting of the Grand Junction Housing Authority (GJHA) was called to order at 11:03 a.m. with the following individuals in attendance: Board Members Kathleen Belgard, Teresa Coons, Ora Lee, and Gi Moon; Staff Members Executive Director Jody Kole, Executive Assistant Kristine Franz, Property Management Supervisor Virginia Garcia, Property Maintenance Supervisor Walter Garcia, Development Director Don Hartman, and Finance Director Andre' van Schaften.

2. Discussion of and Request to Purchase Lawn/Snow Removal Equipment

In Lori's absence, Jody talked about the proposed purchase of the lawn/snow removal equipment, noting that it would not only enhance both lawn care and snow removal capacity but also reduce the maintenance crew's exposure to worker's compensation claims. Several viable options have already been considered by Staff, with the most cost-effective recommendation justified in Lori's July 23rd memo, which was distributed at the July 23rd Board Meeting. Because of a lack of a Board quorum at that July Meeting, however, no decisions could be made so discussion was discontinued until today, with Walter explaining the current proposal.

To summarize, approval is being requested to purchase two commercial lawnmowers with brush systems for snow removal. With the purchase of this equipment and eventually the addition of a maintenance position for Arbor Vista, the contracted lawn service expense can be eliminated, thereby creating a cost saving by doing the work in-house.

Upon addressing pertinent Board questions concerning funding, storing, and transporting of the equipment, a motion authorizing the expenditure of Public Housing Capital Fund money to purchase two commercial lawnmowers with brush systems for snow removal was made by Teresa, seconded by Ora and unanimously approved.

3. Discuss Invoice from Village Park Homeowners' Association Requesting the Agency Pay for Irrigation and Lawn Maintenance Costs for Median Area

Don began the discussion by informing the group that in late May he attended a Village Park Homeowners Association Meeting where he presented the Agency's project plans and timeline for the Village Park Development.

In early July, the GJHA received a letter, with accompanying documentation, from the Village Park Residential Owner's Association, Inc. requesting that the Agency share in the 28 ½ Road median irrigation and maintenance costs.

In the opinion of the GJHA attorney, the Agency isn't responsible for any expenses at this time because of the way the residential and commercial Declarations of Covenants, Conditions, and Restrictions (CCRs) are written. Further explanation noted that: 1) the Agency owns a block, not a lot, and won't own a lot and become responsible for an annual maintenance fee until units are developed, and 2) the Agency doesn't have a vote yet in Association matters because, to vote, a lot must be owned.

After reviewing the cost breakdown and participating in a short discussion, the Board's decision was to "be good neighbors" and pay this year's costs, all the while acknowledging that the Agency isn't truly responsible for any costs at this time. With a motion by Gi, a second by Kathleen, and a unanimous vote, direction was given to Jody to proceed with authoring a letter to the Association conveying those specifics, and to pay this year's expenses out of the Acquisition and Development Budget, incorporating next year's costs into the Operating Budget.

4. Other Business

Arbor Vista Development

Jody and Don brought a few items to the Board's attention pertaining to the Arbor Vista Development. First, stressing the Agency's commitment to the development as it moves forward, Jody recited from the *Sources and Uses List* in the Preliminary Tax Credit Application, funding sources listed for the project which included:

- Using some of the proceeds from the Capital Terrace Demo/Dispo
- To partially-defer the developer's fee
- To site-base eight Vouchers
- To acquire in-fill incentives from the City of Grand Junction, and
- To obtain cash contributions from Mesa County, the Colorado Division of Housing, and the Federal Home Loan Bank of San Francisco.

Minutes (contd.)

Page 3

Second, the Western Slope is experiencing high construction costs right now, but staff from the Colorado Housing and Finance Authority (CHFA) is not aware of this trend and consider the Arbor Vista development costs too high. Staff was forced to reduce the total development costs where ever possible during this very preliminary stage. Changes were made in areas such as the kitchen cabinet configuration, planning for wood stairs instead of steel stairs, reducing the contractor's contingency costs of 10% on site and 5% overall, and reducing costs on certain items such as electrical, plumbing, and playground allowance until these dollars are firmed up.

Teresa left the Meeting at 11:26 a.m.

Gi voiced her concern with these reductions. Jody assured the Board that only realistic assumptions are being made, as the final costing out of items will be done over the next six months.

Board Finance Committee

Gi reported on the Board Ad Hoc Finance Subcommittee stating that two individuals from the community, Dan Vogel and Matt Coleman, have expressed interest in participating on the GJHA Finance Committee, along with Gi, Tisha, Jody, Cheryl and Andre'. The thought is to meet quarterly with the first meeting scheduled for August 14th at 4:00 p.m. at the GJHA.

Note: This meeting has been re-scheduled for August 21st at 4:00 p.m.

Andre' left the Meeting at 11:36 a.m.

5. Adjourn

With no further business, the group adjourned at 11:38 a.m. with a motion by Gi, a second by Ora, and a unanimous vote.