

## MINUTES

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

Tuesday, January 19, 2016  
Linden Pointe Clubhouse  
4:00 p.m.

---

### 1. Call to Order

Board Chair Chris Launer called the Grand Junction Housing Authority (GJHA) special January Board Meeting to order at 4:03 p.m. with the following Board Members in attendance: Tami Beard, Tim Hudner, Chris Mueller, and Barbara Traylor Smith. Board Members present represented a quorum. Scott Aker and Jerry Schafer did not attend. GJHA Attorneys Rich Krohn and Jill Norris with Dufford Waldeck Milburn and Krohn, attended. GJHA staff members included CEO Jody Kole, COO Lori Rosendahl, Controller Amy Case, and Executive Assistant Kristine Franz.

### 2. The Highlands

- *Update – The Highlands*

Jody Kole gave an update on the progress of The Highlands. She stated that the normal due diligence process continues with the Bank of Colorado and Wells Fargo. Required information and completed documents are being furnished to the lenders. In answer to Chris Launer's question, Rich Krohn and Jody Kole stated that there is a positive atmosphere and relationship being built with the new Equity Partner and Construction Loan Lender, Wells Fargo. The Wells Fargo appraiser will tour the site with Jody Kole this week. The transaction closing is anticipated for early March 2016.

Because of federal Section 8 funding for the property and the 8bb Contract, the U.S. Housing and Urban Development's (HUD) requirement for an environmental study is being met. An archaeological firm is surveying the property to certify that no historical buildings / landmarks are being damaged / destroyed with the development of this property. With the completion of this certification, it is estimated that a Construction Notice to Proceed will be given mid-March 2016.

With Shaw Construction's (Shaw) prior recommendation and GJHA's concurrence to delay the subcontractor bidding process late in 2015 due to the lack of interested bidders, Shaw now received additional and higher-quality bids. (Shaw also capitalized on the postponement of the subcontractor bidding process to search for more economical building supply packages.) With receipt of these subcontractor bids, the process is proceeding. Some value-engineering items are being verified to keep the project as cost effective as possible and eliminate potential incorrect assumptions by subcontractors. Jody Kole stated that final numbers are close but not yet fixed and that the numbers are well within the tolerance of the investor. It is

possible that given the higher than anticipated equity offer, the financial commitment by either the GJHA or the City of Grand Junction could be downsized and possibly re-committed for use on The Highlands 2.

Rich Krohn stated that in The Highlands placeholder or shell Limited Partnership Agreement, GJHA is the General Partner with Jody Kole individually temporarily serving as the Limited Partner. With approval of Resolution No. 2016-01-01, the same initial structure is being prepared for The Highlands 2. Because of timing uncertainties, it is not entirely clear whether closing the conveyance of Lot 1 will be concurrent with the Admission of Limited Partner or before. Because of this uncertainty and upon Jody Kole's request, a letter addressed to Chris Launer, as Chairperson of the GJHA Board, will be written. The letter states that Jody Kole will withdraw as the Limited Partner upon the Board's written request and expects no compensation/consideration for acting in this capacity nor for withdrawing.

Discussion ensued addressing topics such as:

- A Limited Partnership needs to exist and be registered as a Limited Liability Limited Partnership in order to apply for loans, enter into agreements, generate title work, etc. As a matter of convenience, Jody Kole is named as the Limited Partner. GJHA is the General Partner.
- This is the document structure used for other prior GJHA developments.
- In protecting both Jody Kole and GJHA, the above referenced letter is intended to eliminate any perception of self-dealing on Jody Kole's behalf.
- Could the transfer of the Limited Partner occur sooner, and if so how?
  - Rich Krohn explained that a different individual or party can be substituted as the Limited Partner.
  - Discussion included other options without using a specific individual.
    - The possibility of other entity, such as Doors 2 Success or Grand Valley Housing Initiatives, might be used, but it would be cumbersome due to the administrative requirements.
    - GJHA could create a single member LLC for this specific purpose.
  - Concern exists that a precedent is being set with the CEO as the Limited Partner.
  - If the Board prefers, a change can be made now.
  - The Board consented to proceed as planned for this transaction with discussions to be held at a later date regarding using a different entity for future endeavors.

- *Update – The Highlands 2*

Jody Kole gave an update on The Highlands 2. Cost estimates are being received from Shaw Construction and are indicating higher costs than expected.

The cost estimates are based on The Highlands, with very preliminary design work. Cost projections are being made 9+ months into the future with actual construction anticipated into 2017 so construction material increases are possible. The estimates assume a 3% construction contingency and a 2% bidding contingency. For protection and in fairness to both GJHA and Shaw, cost estimates are being based on a construction firm other than Shaw doing the work. Such a firm would likely not have the benefit of having worked on The Highlands.

Underwriting assumptions at this time are being made about loan terms, equity terms, and allocated cash by GJHA. Amy Case is working on the Operating Budget, and Consultant Bob Monroe, with Solvera Advisors, is assisting with the Tax Credit Application process.

To meet the 4% federal low income housing tax credit requirement, at least 51% of the development must be financed with Private Activity Bond financing. There is a request on the January 29, 2016 Grand Junction City Council Agenda for the City to allocate 100% of its 2016 State allocation of approximately \$3.1M to this development. The total project cost is approximately \$15M. Jody Kole discussed some options of how the gap in funding could be reduced in part and include:

- A portion of the City of Grand Junction's local grant funding participation (payment of the City Development Impact Fees on behalf of GJHA) could be redirected to The Highlands 2. These funds are already committed and were set aside for the entire development.
- Community Development Block Grant (CDBG) funding could be awarded by the City of Grand Junction.
- Possible project cost savings in The Highlands could be redirected to The Highlands 2.
- The assumption of an equity offer of \$1.14 per dollar of tax credit equity and \$.62 per dollar of tax credits from State Housing Tax Credits establishes a baseline. It is possible that number could increase for The Highlands 2, should the equity markets strengthen further.

**THIS PORTION OF THE JANUARY 19, 2016 BOARD MINUTES  
OF THE GRAND JUNCTION HOUSING AUTHORITY  
DOCUMENTS DISCUSSION OF AGENDA ITEM NO. 2 – The Public Hearing  
on GJHA’s Application to CHFA for State Housing Tax Credits and 4% Federal  
Low Income Housing Tax Credits for The Highlands 2**

**Resolution No. 2016-01-01 Approving Certain Actions Related to The Highlands 2  
Development – Limited Partnership Formation, Site Plan, LIHTC and  
Private Activity Bond Allocation Request to City**

**2. The Highlands**

- *Public Hearing on GJHA’s Application to CHFA for State Housing Tax Credits and 4% Federal Low Income Housing Tax Credits for The Highlands 2 Resolution No. 2016-01-01 Approving Certain Actions Related to The Highlands 2 Development – Limited Partnership Formation, Site Plan, LIHTC and State Tax Credit Application Filings and Private Activity Bond Allocation Request to City*

Board Chair Chris Launer opened the Public Hearing on GJHA’s Application to the Colorado Housing and Finance Authority (CHFA) for State Housing Tax Credits and 4% Federal Low Income Housing Tax Credits for The Highlands 2 and *Resolution No. 2016-01-01 Approving Certain Actions Related to The Highlands 2 Development – Limited Partnership Formation, Site Plan, LIHTC and State Tax Credit Application Filings and Private Activity Bond Allocation Request to City*. All eleven meeting attendees signed the Public Hearing “Sign-In Sheet”. No additional individuals attended the Public Hearing.

Rich Krohn, GJHA Attorney, stated there are four documents to be discussed and are as follows:

*1. Resolution No. 2016-01-01 outlines the following:*

- Requests the Board ratify certain prior actions of staff associated with forming The Highlands 2 Limited Partnership and registering the Partnership with the Colorado Secretary of State as a Limited Liability Limited Partnership. Rich Krohn filed the Registration Statement with an effective date of today, January 19, 2016 with the assumption that the Board will approve *Resolution No. 2016-01-01*.
- Directs staff to continue and complete the Application to CHFA for State Housing Tax Credits and 4% Low Income Housing Tax Credits under

Section 42 and the Division of Housing grant funds to fund The Highlands 2 and to continue to pursue the Tax Credits after the Application is filed.

- Despite the fact the Board ratified certain prior actions and directed staff to continue, there are certain activities that the Board wants to give specific approval on in the future. In particular, the Board is retaining the right to approve separately at a later date two elements of the three-part Contract. Those two Contract components are for the design function and the actual construction of The Highlands 2. Board approval is also being retained for construction and permanent financing and adoption of a restated Partnership Agreement to secure an investor limited partner.
- Ratifies the actions in forming a Limited Partnership by the Board Chair and CEO with Jody Kole acting in her individual capacity as the Limited Partner.

*2. Limited Partnership Agreement*

- Rich Krohn stated that the purpose of the Limited Partnership Agreement is to create a shell entity, without assets in all probability, to be available to substitute the Limited Partner Investor at a later time.
- The GJHA is now, and will remain, the General Partner and Jody Kole is the Limited Partner. Board discussion transpired regarding personal liability concerns for Jody as the Limited Partner and the possibility of substituting a single purpose entity for this purpose. The Board gave authority to staff including Rich Krohn and Jody Kole to determine whether substitution is necessary, appropriate, and convenient to do that at this time for The Highlands and The Highlands 2.
- This is a full, complete, and legal Limited Partnership that is intended to remain dormant until replaced by admitting a Limited Partner when its monetary contribution is made to the Partnership.
- Three small changes made by Rich Krohn to the Limited Partnership Agreement include:
  - A title change to show The Highlands 2 LP.
  - Paragraph 1.1 identifies the true name of the Partnership as The Highlands 2 LP, to reflect the document title change.
  - Paragraph 1.5 is slightly reworded to say the Partnership shall commence on the date of this Agreement, January 19, 2016 as reflected in the Registration Statement filed today with the Colorado Secretary of State.

- With the three changes, the Partnership Agreement is ready for signature upon Board approval of *Resolution 2016-01-01*.
- Rich Krohn addressed Chris Launer's question regarding the \$100 contribution to the capital of the Partnership by both the General Partner and Limited Partner (reference Paragraph 3.1). Rich Krohn confirmed the language, and said this is so consideration is given to the Agreement. If this Limited Partnership were to operate as a business, then capital contributions would be necessary. The Limited Partnership will not operate as a business.

**3. *Statement of Authority***

- The Statement of Authority is a document provided for by statute. Basically, whomever is named in the document has authority to sign documents related to real estate on behalf of GJHA. This Statement of Authority is for signature authority of the Board Chair and CEO for The Highlands - LLLP. Board approval of The Statement of Authority for The Highlands 2 - LLLP will be requested later. This document needs to be recorded.

**4. *Transfer Letter***

- A document called a Transfer Letter is required as part of the Tax Credit Application for The Highlands 2. This is a letter that basically identifies someone to represent the entity to convey the property to the LLLP for the purposes of the development if Tax Credits are obtained and if the investor is secured. Rich Krohn, as GJHA General Counsel, is seeking to be that advisory representative on behalf of GJHA. This document is informational only and is complete upon Board approval.

The question and answer period included:

- Chris Mueller noted his review of the documents and mentioned the prior discussion and his concern for Jody Kole regarding her liability/limitations as the Limited Partner.
- GJHA is seeking the HUD Section 8bb Housing Assistance Payment (HAP) Contract. This Contract is a contingency for The Highlands 2 to move forward. Jody Kole said that she presumed that anyone with an income at or below 50% of the Area Median Income (AMI) could rent an available unit. Kathryn Grosscup of the Division of Housing (DOH) cautioned Jody Kole that a deeper affordability commitment of 30% and 40% of the AMI would receive a more favorable review from DOH. Jody Kole also noted that Kathryn Grosscup wrote a letter of strong support to CHFA for inclusion in the Tax Credit Application. CHFA views all the HUD subsidized units as though they were restricted at 30% of the AMI.

- Barbara Traylor-Smith asked what income levels are reflected in GJHA's current Waiting List, to which Lori Rosendahl said that 73% of GJHA's Waiting List earn 30% or less of the AMI.
- Tim Hudner noted discussion at the State Housing Board Meeting included various entities request State funds to build units near market rent. The State Housing Board wants to see a broader commitment to serve the lower income as well as the near market rent.
- Lori Rosendahl stated that the 8bb Contract requires 40% income targeting.
- Jody Kole is proposing a unit mix of roughly 1/3 of the units at 30%, 1/3 at 40%, and 1/3 at 50% of the AMI.
- There are 10 units in The Highlands designed as accessible under the Americans with Disabilities Act (ADA), and 11 ADA units in The Highlands 2. There are a total of 132 units in the entire development.

The motion made by Chris Mueller, seconded by Tim Hudner, and unanimously passed approved *Resolution No. 2016-01-01 Approving Certain Actions Related to The Highlands Phase 2 Development – Limited Partnership Formation, Site Plan, LIHTC and State Tax Credit Application Filings and Private Activity Bond Allocation Request to City.*

To answer Barbara Traylor-Smith's question, Rich Krohn clarified that part of Resolution 2016-01-01 directs staff to pursue funding of The Highlands 2, which includes the request for assignment of the City of Grand Junction's 2016 Private Activity Bond (PAB) authority allocation to GJHA.

One of the Tax Credit requirements is that at least 51% of the development be financed with PAB funding. The City of Grand Junction received \$3.1M in authority for development purposes for 2016. The allocation is given to the City each year. Rich Krohn stated that the City received a letter from GJHA requesting the entire City 2016 PAB allocation for The Highlands 2. GJHA plans to ask CHFA to assign a portion of its PAB authority also.

Jody Kole said that the amount of the total bond issuance will exceed the 51% of the total project by a substantial amount. It is anticipated that GJHA will ask CHFA to issue the bonds, which will be sufficient to cover the full construction costs. During the period of construction, GJHA will have more than 51% to meet Tax Credit requirement. At the end of construction when all the resources are channeled into the development, GJHA will be able to pay down those bonds to an amount equal to a permanent mortgage.

Jody Kole stated that when packaging for the Tax Credit Application and for simplicity sake, the assumption is that the same partners participate and that Wells Fargo would be buying the construction period loan amount of bonds. At the end of the construction period, the bonds will be paid down to the permanent mortgage value and that dollar

value would be held by the Bank of Colorado. The Bank of Colorado would then carry the permanent mortgage. Bond financing is relatively expensive in terms of transaction costs but financing with Private Activity Bonds is a requirement to obtain the 4% Tax Credits, so there is no other option. If the funding does not materialize, the opportunity to develop The Highlands 2 will be lost for now.

With the conclusion of discussion pertaining to The Highlands 2, the Public Hearing closed at 5:02 p.m.

All documents are retained in the permanent file

Rich Krohn and Jill Norris departed the meeting at 5:04 p.m.

### **3. Board Organization**

- *Election of Officers of the Board of Commissioners for 2016 Board Chairperson and Vice Chairperson*

Chris Launer stated that there are three officer positions within the GJHA Board of Commissioners – Board Chair, Board Vice Chair, and Secretary. The Chairperson and Vice Chairperson are elected each year to serve one-year terms. By state statutes, the CEO is the Secretary. Because of the ongoing complex tax credit activity with The Highlands development and the familiarity the current officers have with that activity, Jody Kole suggested the Board Officers remain in the same positions for 2016. The two Board officers agreed to continue fulfilling the responsibilities of those Board seats. Board Members concurred. The motion made by Tim Hudner and seconded by Barbara Traylor-Smith received unanimous approval for Chairperson Chris Launer and Vice Chairperson Tami Beard to be retained in their positions for another year.

- *Establish 2016 Regular Meeting Schedule – Resolution No. 2016-01-02 Designating the Location for the Posting of the Notice of Meetings and Establishing a Meeting Schedule for 2016 for the Board of Commissioners of the Grand Junction Housing Authority*

Board conversation transpired over the last several months regarding changing the monthly Board Meeting date/time. Referencing their schedules, Board Members expressed their availability. A timely review of updated monthly financials is also a consideration when contemplating a meeting change. The group suggested that the Finance/Audit Committee complete a comprehensive review of the financial information with a follow-up financial overview given to the entire Board. Members of this Committee are Chris Launer, Tami Beard, and Tim Hudner. Tim Hudner agreed to coordinate the Committee meetings.



Until a definite date/time commitment for Board Meetings is certain, the designation of the location for the posting of the Notice of Meetings and the date/time remains unchanged. With a motion by Barbara Traylor-Smith and a second by Tim Hudner, *Resolution 2016-01-02 Designating the Location for the Posting of the Notice of Meetings and Establishing a Meeting Schedule for 2016 for the Board of Commissioners of the Grand Junction Housing Authority* passed unanimously.

A proposed new date/time of the third Tuesday of the month, beginning at 5:00 p.m. is being considered. Kristine Franz has the action item to contact Board Member Jerry Schafer for his availability.

*Note: The GJHA Board will change its meeting schedule to the third Tuesday of the month, beginning at 5:00 p.m. This change is effective March 15, 2016. A new Resolution will be submitted at the February Board Meeting reflecting the changes.*

#### **4. Consent Calendar**

The Consent Calendar consisted of adopting the Minutes of August 5, 2015; August 25, 2015; September 28, 2015; October 26, 201; November 12, 2015; and December 15, 2015; and adopting *Resolution 2016-01-03 Authorizing the Expenditure of Laundry Funds for Ratekin Tower*.

During the question and answer period, Chris Mueller stated the expenditure request for Ratekin Tower is for a modest amount, given the age and description of the building. Barbara Traylor-Smith's asked for the current balance in the Ratekin Tower Laundry Reserve Account, to which Lori Rosendahl stated \$87,863.

Lori Rosendahl said the expenditure request of \$25,607 does not include GJHA maintenance staff labor for painting. That cost will be reflected in the Operating Budget.

Confirming Chris Launer's comment, Lori Rosendahl said Board authorization is required to spend Laundry Reserve Funds and to also ensure the funds are being spent to benefit the residents. Chris Launer asked if Board authorization to spend these funds could be transferred to executive staff to spend these funds in the best interest of the residents. Lori will research this possibility and advise the Board of her findings.

Referencing her January 14, 2016 Board Memo, Lori Rosendahl talked about plans to hold an art contest in conjunction with the Ratekin Tower Tenant Association. Tenants will be given the opportunity to choose art work from students across the valley that will be displayed in the common areas of Ratekin Tower.

With no further questions/comments, a motion by Tami Beard, a second by Barbara Traylor-Smith, and a unanimous vote approved the Consent Calendar.

**5. Presentation of Proposed Budget for the Nellie Bechtel Property and Request Adoption of Budget**

Referencing her January 13, 2016 Board memo, Amy Case asked for questions and or comments regarding the proposed budget for Nellie Bechtel Apartments for Fiscal Year 2016.

Discussion transpired covering topics including:

- The cash flow amount.
- The operating deficit position. This deficit is not expected to continue beyond the next few months.
- The up-front repairs and maintenance costs.
  - An urgent item – fire alarm system must be operational.
  - Draft Stop installation.
- The Section 8 Project-Based 8bb Contract.
  - The property must pass HUD's Real Estate Assessment Center (REAC) Inspection to be awarded the Contract.
    - The proposed Budget includes necessary items to be completed prior to the REAC Inspection.
  - It is assumed that the Contract will be executed by March 2016.
  - HUD rental rates for tenants will be established through verified tenant income information.
    - Currently, only about one-half of the residents qualify for HUD assistance.
    - Rent amounts for current residents will not be increased, as per GJHA's commitment to the prior owner. As units turn over, the units will be leased to qualifying tenants at 50% of Area Median Income (AMI) or below.
- The Revised Budget will be submitted to Board Members for approval once the Contract is in place and will include final tenant rental rates and HUD subsidy funding.
- The Rehab Budget with identified projects/funding sources will be presented at a later date.
- The Budget format might change.

Board Members accepted the proposed Nellie Bechtel Budget with a motion by Tami Beard, a second by Barbara Traylor-Smith, and a unanimous vote.

## **6. Review Strategic Plan**

The Board Packet documents for this meeting included the updated Strategic Plan. Chris Mueller summarized the update which reflects the latest revision with input from Jody Kole and Lori Rosendahl:

- The rearrangement of the content identified current activities first.
- The format is simplified but is still the Balanced Score Card.
- The number of Goals are reduced from the previous version to six – five of the six goals are major Initiatives and are already in progress so they are pertinent to carry forward instead of having only one Goal.
- A Sub-reach Goal deals with The Highlands 2.
- Goals do not have a measurable statement/precise number - can be converted to reflect a number.
- Objectives and Key Measures are something specific - achieved by date.
- Key Measures are accomplished by finalizing all Initiatives - either did or did not achieve them all.
- “Lead” Measures can be readily measured; “Lag” Measures cannot be seen until the “Lead” measures are achieved.
- Key Questions did not change much –still a value.
- Cross-walk Goals reflect the Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis.

Barbara Traylor-Smith left the meeting at 5:30 p.m. A quorum remained.

Chris Launer asked for clarification on Goal II: Real Estate Development - Wildly Important Goal - Reach for Jody Kole. Chris Launer asked if this Goal is considered the executive incentive compensation goal, to which Chris Mueller answered “yes”.

Chris Launer said that previously, the Executive Incentive Compensation Committee (consisting of Tami Beard, Chris Launer, Chuck McDanel, and Chris Mueller) discussed the need for a better measurement method between the executive incentive compensation award for Jody Kole and the Strategic Plan Goals. The Committee desired a more quantifiable Goal rather than a Goal that is completely subjective in order for the CEO to achieve a bonus.

Discussion ensued and topics included:

- Some Key Measure deliverables are out of Jody Kole’s control - no fault of her own if not accomplished.
- Only two Key Measure deliverables are applicable in 2016.
- Wildly surpass deliverables - through no fault of Jody Kole.
- Struggling with the executive incentive compensation being only quantifiable due to outside entities can influence results.

- Need some measure of subjectivity.
- Questioning if the executive incentive compensation can be tied directly to the Strategic Plan.
- Board should always consider current GJHA “facts on the ground” and adjust the executive incentive compensation higher or lower.
- Making progress on the reduction of numerous goals – 12 reduced to 6.

Chris Launer ask Jody Kole if she had clear direction in order to achieve award of executive incentive compensation, to which Jody Kole answered she believed so. Jody Kole added that The Highlands 2 is out of the control of GJHA, but assured the Board that the best effort possible will be put forth in the Application submitted to CHFA.

The Board extended its gratitude to Chris Mueller for all his efforts and expertise in this strategic planning exercise. Chris Mueller reciprocated by recognizing the excellent communication with staff, receiving the necessary Board feedback, and participating in the valuable learning experience. Tami Beard said that this format is much easier to understand than prior versions and the discussions are valuable. Tim Hudner agreed.

Jody Kole indicated that an attempt will be made to give a Strategic Plan progress report on a quarterly basis, but acknowledged that staff will probably err on the side of “doing the doing” instead of “doing the reporting”. The Board concurred. Chris Mueller volunteered to offer his assistance on a quarterly basis for this reporting. Chris Mueller and Jody Kole will establish the reporting timeline.

## **7. Other Business**

### *Update of the Annual Meeting Scheduled for January 25, 2016*

Lori Rosendahl gave an update on the Annual Meeting slated for January 25, 2016 by highlighting the following:

- The theme is “Coming Home – A Tribute to our Veterans”.
- Lori Rosendahl distributed the Fiscal Year 2015 Annual Report, which is in the form of a table setting placemat. Each guest will receive one.
- Chris Launer and Jody Kole received the draft meeting/speaking outline.
- Accomplishments of GJHA are shared with invited community members and partners.
- The Meeting will be the official introduction of GJHA’s year-long campaign focusing on veterans and landlord recruitment to provide veteran housing.
  - KREX is partnering in this effort and produced three videos highlighting veterans’ stories, which will air on television. One of these videos will be

- shown at the Annual Meeting. The three veterans featured in this video will attend the Annual Meeting and will be recognized.
- Lori will promote this campaign in a live television spot the first week of February.
- GJHA service-provider partners who work with veterans will be in attendance.
- Three individuals, Sister Karen Bland, Martin Krakowski, and Coleen Simpson, will be surprised and honored for their efforts in housing veterans.

Lori Rosendahl announced a GJHA-sponsored event on February 11, 2016 from 5:00 – 7:00 p.m. at the Double Tree Hotel in Grand Junction. This celebration is to thank landlords who are currently housing veterans and to recruit additional landlords.

GJHA hired a part-time Veteran's Housing Advocate to help keep the veterans housed. The responsibilities of this position will be to recruit landlords, help the landlords understand the many issues veterans cope with, and, when necessary, provide mediation services to the veteran and landlord concerning disputed issues.

#### *Lack of VA Referrals*

Tami Beard asked if difficulties still exist with the lease-up process of the Veterans Affairs Supportive Housing (VASH) Vouchers. Lori Rosendahl explained the Program philosophy is to house the veterans first, and then deal with other issues. V.A. staff should concentrate on assisting the veterans with finding a job, applying for entitled benefits, etc. after housing is acquired through the assistance of GJHA staff. The local V.A. staff seems to have finally adopted that viewpoint. The V.A. did mandate that referrals for all 165 Vouchers plus an additional 10% in referrals must be completed by the end of January 2016. With the local V.A. limited on staff case workers, the new GJHA Veteran's Housing Advocate will be able to assist with these some of these duties.

Tim Hudner talked about a Ft. Lyons complex on the Eastern Slope of Colorado and the concept used to convert that facility into a substance abuse treatment center for homeless veterans. A sister program on the Western Slope of Colorado would greatly benefit the veterans in this area, and a possible local facility to consider using would be the Grand Junction Regional Center. Chris Mueller noted that he previously explored this idea and location option and said it would be worth another attempt. Lori Rosendahl said that the State of Colorado previously provided funding for a referral/veteran transportation contract to transport veterans to the Eastern Slope for treatment but that the agency lost the funding. Lori said this problem does need to be re-addressed, and to keep in mind how fragile veterans sometimes are, especially when overwhelmed with issues.

Chris Launer asked for Board feedback regarding what the Board is proud of that could be shared at the Annual Meeting. Chris Launer said he is most impressed with GJHA's expansion of services. Jody Kole said supportive services are not new, but grows in intensity. Additional services began in about 1994 with the creation of the Family Self-Sufficiency Program. Increased services (children's sports camps, veterans' housing, homeownership/foreclosure counseling, senior wellness, etc.) continues yearly as the needs increase, new ideas are promoted, and partnerships are created. It is true, GJHA provides more than a "roof over one's head".

Continued discussion topics pertaining to increased services included: addressing the broader issue to resolve the housing problem by providing additional services, the funding for these wrap-around services is at most risk, and helping individuals to achieve their own personal level of success.

Chris Launer asked for clarification on the Annual Report. One incomplete statistic listed "73% of families on GJHA's Waiting Lists earn 30% of the Area Median Income (AMI) or". Lori Rosendahl indicated that the word "less" was inadvertently left off the end of the sentence.

Additional statistics pertaining to the average AMI and family scenarios would be interesting information to share at the Annual Meeting.

*Audit Engagement Letter*

Amy Case distributed the Audit Engagement Letter from Hawkins Ash dated December 29, 2015. Hawkins Ash will audit the financial statements of Arbor Vista, LLLP for the year ended December 31, 2015.

*Grand Junction Chamber of Commerce Annual Banquet*

GJHA reserved a table at the Grand Junction Chamber of Commerce Annual Banquet on January 29, 2016. Kristine Franz will forward pertinent logistic information to GJHA attendees.

**8. Adjourn**

The special January GJHA Board Meeting adjourned at 6:14 p.m.

All Board Packet documents and documents distributed during the Board Meeting are retained in the permanent file.