

MINUTES

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

Monday, January 9, 2012
Housing Authority Offices
1011 North Tenth Street
11:30 a.m.

1. Call to Order

A special January Board Meeting of the Grand Junction Housing Authority (GJHA) was called to order by Board Chair Tim Hudner on Monday, January 9, 2012 at 11:28 a.m. with the following individuals in attendance: Board Members Scott Aker, Patti Hoff, C.B. McDaniel, and Christian Mueller; Staff Members Executive Director Jody Kole, Executive Assistant Kristine Franz, Operations Director Lori Rosendahl, and Finance Director Cheryl Sweers.

2. Adoption of Resolution 2012-01 Designating the Location for the Posting of The Notice of Meetings and Establishing a Meeting Schedule for 2012 for the Board of Commissioners of the Grand Junction Housing Authority

Colorado State Statutes require the location for the posting of Board Meetings/Notices be identified and that the location be approved at the first Board Meeting of the year. *Resolution 2012-01 Designating the Location for the Posting of The Notice of Meetings and Establishing a Meeting Schedule for 2012 for the Board of Commissioners of the Grand Junction Housing Authority* was adopted with a motion by Scott, a second by Patti, and a unanimous vote.

3. Election of Officers of the Board of Commissioners for 2012 Board

The Chairperson and Vice Chairperson of the Board of Commissioners of the GJHA are elected at the beginning of each year to serve one-year terms.

With Tim's request for Board Chair and Vice Chair nominations for the 2012 year, Chuck accepted the nomination for Board Chair and Chris accepted the nomination for Board Vice Chair by Patti, a representative of the Nominating Committee. With no further nominations, the nomination process was closed, and with a unanimous voice vote, Chuck was elected Board Chair and Chris was elected Board Vice Chair for the 2012 year.

Congratulations to Chuck and Chris as they serve in these positions for 2012.

4. Discuss Proposal to Close Housing Choice Voucher Program Waiting List

Referencing her January 6, 2012 memo, Lori informed the Board that the Housing Choice Voucher Program (HCVP) Waiting List includes in excess of 2,500 families, with 1500 of those families at the highest preference points. With an estimated turnover rate of 15%, it is anticipated only filling 150 Vouchers over the next year, which the Waiting List will more than provide.

The Board previously approved the GJHA Voucher Program Administrative Plan which included a statement that GJHA Staff may close the HCVP Waiting List if the List reaches more than 1400 families. Due to the Federal Budget cuts to the HCVP's Administrative Fees, operations are being impacted. Given the numbers on the Waiting List, plus the strain of less staff and more demand with the recent Budget cuts, it is the intention of Staff to close the HCVP Waiting List effective March 1, 2012.

Discussion ensued and additional clarification was given to Board Members addressing the following topics:

- The highest number of preference points possible is 100, which represents elderly/disabled and working families living or working in the City of Grand Junction urban growth area.
- Special preference would be given in emergency cases to accept applications from families in the Family Unification Program (FUP), families displaced due to work by the City of Grand Junction (City), and natural disasters.
- Purging the Waiting List is done in increments, making the process more manageable. Families are mailed written notice, sent by first class mail, with 30 days to respond with their updated information. Families who do not respond will be taken off all Waiting Lists.
- The public will be informed of the Waiting List closure through public notices and press releases issued through local media including newspapers, radio, television, etc. Prior notification will be given to City Council Members and the City Manager.
- It is anticipated that, after the purge of the current HCVP Waiting List, the List will be re-opened in October 2012.
- A list of other local property providers will continue to be given to families seeking housing.

With discussion complete and the Board in agreement of the HCVP Waiting List closure, the issuance of public notices announcing the closure will be initiated.

5. Village Park Development Update

Jody stated that work continues on the Village Park Tax Credit Application with deadlines quickly approaching. The “Letter of Intent to Apply” must be submitted to the Colorado Housing and Finance Authority (CHFA) by February 1, 2012 with the complete Application submitted by March 1, 2012. Updates included the following:

- The Site Plan has been submitted to and accepted by City personnel, thereby averting a future City fee increase of approximately \$150K. It was acknowledged that the preliminary site plan will be modified in the future.
- The required Market Study has been completed, indicating that what is being proposed is in line for the area market. Board Members have received a copy for their review.
- A traffic study is being conducted at Village Park with a traffic count, and both a traffic and vehicle count are being conducted at Arbor Vista and Linden Pointe.
- John Durso and Leslie Henderson have been retained for assistance with the Tax Credit Application.
- An updated Phase I Environmental Assessment will have to be completed as part of the Submittal requirements.
- With a total of 132 units planned, Phase I will include 72 units for multi-family and Phase II is expected to include 60 units for seniors. Jody noted the possibility exists that Phase II unit mix might be modified later, depending on what the market dictates.
- The Solicitation for Qualifications for a Design/Build Team for an architect firm and general contractor to help with the Application Submittal to CHFA has been issued.
 - Upon distribution of a list of respondent teams, Jody noted that Dwayne Hoffman in the City’s Purchasing Department was of tremendous assistance, putting together the Solicitation and releasing it on the Bid.net web site. Out of the 75 inquiries, 10 responses were received and are summarized below:

<u>Teams</u>	<u>Bid Amount</u>
• American Homes Factory Building Rani Guran Architects, LLC	\$450,000
• Denuve Construction Services B & Y Architects, Studio Morgan Creek	\$ 16,000
• FCI Humphries Poli	\$ 24,000
• JHL Constructors VTBA Architects	\$ 12,500
• Kier Construction Bryan Bowan Architects	\$ 9,500
• R.A. Nelson Ted Guy, Architect	\$112,674
• Shaw Builders Oz Architecture	\$ 3,250
• Taylor KOHRS Construction EJ Architecture	\$ 19,500
• Western Constructors Studio K2 Ciavonne, Roberts & Associates	\$ 24,000
• Whiting Turner Aller-Lingle-Massey Architects	\$ 44,000
○ Jody mentioned that the Design/Build Team will assist with the Tax Credit Application, and once an allocation of tax credits is obtained, the Contract will be negotiated.	

After further dialogue, the Board concurred with Jody's recommendation to select the Team of Shaw Builders/Oz Architecture. With a motion by Scott, a second by Tim, and a unanimous vote, the Board authorized the Contract be awarded to Shaw Builders/Oz Architecture. Staff will work with City personnel to notify unsuccessful bidders.

6. Other Business

Board/Staff Retreat

January 28th was selected for the Board/Staff Retreat. The location and a facilitator will be determined later. The tentative timeframe will be 9:00 a.m. – 4:00 p.m. Retreat topics for consideration include prioritization focus and incentive compensation.

Foreclosure Scam Victims

With a noticeable increase in foreclosure scam victims, Lori requested Board approval to raise public awareness, possibly through a media press release, warning against using non-U.S. Department of Housing and Urban Development (HUD) approved housing counseling agencies. During the conversation, Tim suggested that a television public service campaign might be considered and Scott asked that the Department of Human Services personnel be made aware of this problem. Lori will move forward with the efforts.

As a side note, Lori mentioned that funds have been received for the GJHA Foreclosure Counseling Program from various sources which is allowing the Program to continue longer than originally planned.

7. Adjourn

With business complete, the January Board Meeting was adjourned at 12:20 p.m.