

## MINUTES

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

Monday, June 25, 2012  
Housing Authority Offices  
1011 North Tenth Street  
11:30 a.m.

---

Prior to the Grand Junction Housing Authority (GJHA's) regular June Board Meeting, a Public Hearing was held on GJHA's plans to seek grant funding from the Colorado Division of Housing (CDOH) for the Village Park Development. The Hearing was at 1011 North Tenth Street and began at 11:00 a.m.

Attendance at the Hearing included GJHA Chief Executive Officer (CEO) Jody Kole, Chief Operating Officer (COO) Lori Rosendahl, Board Chair Chuck McDaniel and one community member, Mr. Joel Robinson, a homeowner residing in an adjacent neighbor to the Village Park Development. As an advocate of the Development, Mr. Robinson attended the Hearing to demonstrate his support.

### **1. Call to Order**

The June Board Meeting of the GJHA convened at 11:42 a.m. with Board Chair Chuck McDaniel presiding. The following individuals were in attendance: Board Members Scott Aker, Teresa Coons, Paul Marx, and Christian Mueller; Staff Members CEO Jody Kole, COO Lori Rosendahl, and Executive Assistant Kristine Franz.

### **2. Consent Calendar**

With a motion by Teresa Coons, a second by Chris Mueller, and a unanimous vote, the Consent Calendar, consisting of Adoption of Minutes of *November 28, 2011, January 9, 2012, January 23, 2012, February 20, 2012, March 30, 2012, April 23, 2012, and May 29, 2012*, was approved.

### **3. Public Hearing for the GJHA Agency Plan/Annual Plan Update**

The GJHA Agency Five-Year Plan/Annual Plan Update is a collection of information of all the GJHA Housing Programs. Annual updates are recommended and are based on past experiences and rule changes. The internal review process between GJHA staff members, the Resident Advisory Board (RAB), and the GJHA Board-appointed sub-committee, consisting of Scott Aker, Paul Marx, and Chuck McDaniel, has been completed.

## Minutes (contd.)

### Page 2

As a requirement of the U.S. Department of Housing and Urban Development (HUD), a Public Hearing must be held for community comments on the GJHA Agency Five-Year Plan/Annual Plan Update. At approximately 11:45 a.m., today's Meeting was opened for a Public Hearing and comments. No additional community members were present for this Hearing and no written comments had been received during the mandated 45-day public review period either where the public has the opportunity to review the Plan at the Mesa County Public Library or at the GJHA Office at 1011 North Tenth Street.

In reviewing the previously distributed document of proposed Policy Changes for the GJHA Agency Five-Year Plan/Annual Plan Update for 2012-2013, Lori Rosendahl stated that this year was different from past years in that update services were purchased through an outside firm, Nan McKay, to incorporate HUD updates to GJHA's Admin Plan. Specific reference was given to the following changes:

- Chapter One – Overview of The Program and Plan

The Mission Statement will be updated.

- Chapter Three – Eligibility

The Policy recommends that sexually based misdemeanors are included under misdemeanor drug or violent criminal activity in the past three years.

The Policy currently states that felony violent criminal or drug related activity in the previous three years is a denial of admission. RAB is requesting a change to seven years; GJHA staff recommends a five-year period. The Board concurred with a five-year period.

- Chapter Four – Applications, Waiting List and Tenant Selection

Because it is considered unfair to penalize a family with lower Waiting List points because they live in a subsidized property, the negative 280 points were eliminated and all other preference levels/point levels under 80 were combined.

- Chapter Six – Income and Subsidy Determinations

Incorporating a cost-saving change, utility reimbursements made directly to the utility company on behalf of the family will now be made directly to the family either via check or debit card.

## Minutes (contd.)

### Page 3

- Chapter Eight – Housing Quality Standards and Rent Reasonableness Determinations

GJHA enforces state/local regulations so Colorado House Bill 1091 that states landlords must install carbon monoxide alarms near the bedrooms will be enforced.

- Chapter Twelve – Terminations of Assistance and Tenancy

HUD required all Public Housing Authorities to add a policy regarding the order of termination of assistance for families should the Agency not have sufficient funding to continue to serve households with valid Vouchers. The RAB could not come to consensus on this issue and deferred to the GJHA Board.

With extensive prior conversation between the Board-appointed subcommittee, the recommended order of termination of families, if necessary, is as follows:

- Families who have committed fraud in the previous year and are currently in a repayment agreement for fraud;
- Families who have reported no income for the previous six months;
- Households made up of only non-elderly, non-disabled adults with no children;
- Families with assets of \$25K or greater;
- Families for which the Public Housing Authority (PHA) pays \$250 or less in Housing Assistance Payments (HAP)
- Random lottery

To answer the question posed by Teresa Coons regarding whether there is an appeal process, Lori Rosendahl stated that everyone terminated is entitled to a Hearing. In response to Chris Mueller asking what was the context for those Agencies that have had to terminate due to lack of funding, Lori Rosendahl answered that one Agency used the “no income” category and other Agencies used the “lottery” method.

Chris Mueller’s question pertaining to how the determination is made to incorporate updates to the Admin Plan was addressed by Lori Rosendahl. “Significant deviation” from the Policy is the rule used. The GJHA Five-Year Plan defines significant deviation from the Policy as a change affecting more than 10% of the Program participants. If that is the case, the affected Plan section would undergo the entire review process. If the change is not major and because annual Plan updates are required, then the change could wait until the following year for Plan incorporation.

## Minutes (contd.)

### Page 4

*Resolution No. 2012-05 Adopting the Agency Streamlined Annual Plan Update for Fiscal Year 2012-2013* was approved with a motion by Paul Marx, a second by Scott Aker, and a unanimous vote.

#### 4. Village Park Development

The following status on the Village Park Development was given to the group by Jody Kole:

- The Grant Application to the Colorado Division of Housing (CDOH) for \$720K is on schedule to be submitted by July 1st;
  - Note: The Grant Application was sent on June 29<sup>th</sup>.
- The Site Plan Application has been submitted to City of Grand Junction (City) staff for approval;
- After prior extensive conversations with City staff, work has progressed under the assumption that the traffic access point to Patterson Road was nearly approved. Now, we learn that is not the case. Exceptions to the Traffic and Engineering Design Standards (TEDS) rules generally require justification based on traffic demands. Village Park Development itself is not going to generate that much traffic so access to Patterson Road is currently an open question. The issue is being worked by all parties.
- Scheduling a presentation to the Village Park Residential Association (ROA) Board is underway. Under the covenants, the ROA has the responsibility to approve/disapprove the compatibility of the Development with other existing Village Park structures. GJHA requested the architect supply samples of two exterior color choices for the building and the ROA Board will be asked for its preference.
  - Note: The presentation has been scheduled for July 13<sup>th</sup> at 6:00 p.m. at Shaw Construction Company, 760 Horizon Drive, Grand Junction, CO.
- The proposed 3-D model of the Development has been determined to be too costly;
- The Request for Proposals (RFP) for Equity Investor Limited Partner is being developed and is anticipated to be ready for distribution at *The Annual Summit of Housing Credit Industry Leaders* in Denver, CO the end of June. This conference is normally well attended by national equity representatives and high interest in GJHA's Development is anticipated. Jody Kole and Chuck McDaniel will attend this Summit.
  - Note: The RFP deadline for responses is noon, Friday July 13, 2012.

Jody Kole briefed the group on the complexity in analyzing the equity proposals “apples for apples”, and also mentioned the Bank of Colorado’s initial proposal for purposes of the Low Income Housing Tax Credit (LIHTC) Application committed to both the construction and permanent financing with no origination fees and a fixed rate.

- Top floor units have been designed with a vaulted ceiling and ceiling fan;
- Buried beneath the proposed deceleration lane on Patterson Road are distribution irrigation lines that supply Grand Valley water users. As discussed earlier, elevation is an issue due to the higher grade of Patterson Road than the Development. Harmonizing the grade is needed not only for the Development but for its neighbor, the First Church of the Nazarene at 2802 Patterson Road. GJHA is paying to survey the Church corner and to design an appropriate transition from Patterson Road down into the site. Although the original Site Plan Application indicated a large retaining wall, staff is working with Church representatives and City staff to reduce the wall size to approximately two feet high with a tiered effect.
- Groundbreaking is anticipated for the end of September or early October;

To answer Scott Aker’s question regarding will GJHA be submitting any other funding applications, Jody said that the Grand Junction Area Realtors Association recently indicated it would apply to the National Association of Realtors for a \$5K grant.

With discussion complete, *Resolution No. 2012-06 Approving Village Park Development Funding Applications* was approved with a motion by Teresa Coons, a second by Scott Aker, and a unanimous vote.

At this point in the Meeting, Agenda items were slightly rearranged.

**5. Request Approval of Proposed Board Training/Travel Policy**

With discussion on the draft Board Training/Travel Policy, the group concurred with changing the language from “**two/three commissioners** to **two** commissioners may attend out-of-town educational seminars each fiscal year”. Chuck McDaniel’s motion, seconded by Teresa Coons, was approved unanimously thereby adopting the revised Board Training/Travel Policy.

**6. Discussion of the Strategic Plan**

With the distribution of the latest draft of the Five-Year Strategic Plan, originally developed during the Board Strategic Planning Retreat in January, Chris Mueller reviewed the document with the group. Discussion focused around the Balanced Score Card and its general theme objectives, which are result-oriented with measures and target

numbers and were derived during recent management-level meetings with Jody Kole and Lori Rosendhal. Chris recommended this latest version be in effect for this fiscal year.

Jody Kole asked that a change be made to Item 4.7b under Measures. The statement “obtain” Little Bookcliff should be changed to “management” of Little Bookcliff. HUD has approved the management change, and the effective date will be July 27<sup>th</sup>. The document will be amended with the requested change and sent to Patti Hoff and Tim Hudner.

The Board agreed the next step would be for the Incentive Compensation Subcommittee, comprised of Patti Hoff, Tim Hudner and Chuck McDaniel, to meet.

The GJHA’s Executive Team currently is comprised of three staff positions with the titles of Executive Director, Operations Director, and Finance Director. Chuck McDaniel talked to standardizing the titles of the GJHA Executive Staff as an internal alignment concurrent with the recruitment of a Chief Financial Officer (CFO), who will replace the vacant Finance Director position.

Focusing on the title of Executive Director, discussion covered topics including what titles are common in the housing industry, do people within the industry recognize a certain title, double titles, and Jody Kole’s preference. With the group in agreement to change the Executive Team titles to Chief Executive Officer (CEO) (Jody Kole), Chief Operating Officer (COO) (Lori Rosendahl), and Chief Financial Officer (CFO) (vacant), the motion by Paul Marx and a second by Teresa Coons passed with a unanimous vote. The GJHA By-Laws will be amended to reflect the change and brought to the Board for approval.

**7. Other Business**

*Camping/Living by the River and City Impending Evictions*

Teresa Coons spoke to the group regarding issues being dealt with by the City in regards to individuals camping/living by the river and the impending evictions. The pieces of properties involved are owned by private individuals, the City, or Mesa County. Camping restrictions exist, but there is no new camping ban implemented.

Ongoing concerns include potential pollution of the river and obligations to downstream users, human sanitary conditions, dogs, impacts on businesses from loitering individuals, and costs to taxpayers to provide emergency care, fire protection, etc.

## **Minutes (contd.)**

### **Page 7**

Various supportive organizations and compassionate friends of individuals living by the river are concerned and have requested City Council ask the City Chief of Police to delay evictions until appropriate services are provided.

Teresa Coons presented to the Board a proposal she is considering recommending asking passionate groups to consider taking responsibility of their views through financial support and/or resources for trash pickup, porta pottys and maintenance of these units, and assuming some responsibility of misbehavior of river residents.

During discussion, the Board decided to make language changes to the 2012-2013 Admin Plan prior to its submittal. The wording "from a legal residence owned or leased" will be incorporated into the statement "involuntarily displacement from a legal habitat by local government action" addressed in Chapter Four, Section Three-C.

#### *Library Property*

Last month during the May 29<sup>th</sup> Board Meeting, the Board discussed the Library Board's desire to sell its property, that includes a building and vacant land consisting of eight lots, to help fund the Library redevelopment project. The group agreed that obtaining an appraisal on the Library property would be appropriate first and then to revisit the topic.

With the appraisals on the Library parcels expected the first week in July, a special Executive Session of the Board was scheduled for July 9<sup>th</sup> at 8:00 a.m. to discuss real estate.

## **8. Adjourn**

With business complete, the regular June Board Meeting was adjourned at 1:05 p.m. with a motion by Teresa Coons, a second by Chuck McDaniel, and a unanimous vote.