

## October Board of Commissioners Regular Meeting Minutes

Grand Junction Housing Authority ("GJHA")

8 Foresight Circle, Grand Junction, CO 81505

October 8, 2024 at 5:00 p.m.

---

### 1. Call to Order and Roll Call

GJHA's Board of Commissioners' Regular Meeting was called to order at 5:05 p.m. by Rich Krohn, Board Chair. Attendance was taken by roll call with the following present:

#### Board of Commissioners:

Rich Krohn, Chair

John Howe

Bill Johnson

Randall Reitz

Leora Ruzin (virtually)

#### GJHA Staff:

Scott Aker, COO

Sheila Brubacher, Controller

Krista Ubersox, Asset Manager

Ashleigh O'Leary, HR Director

Kevin Sperle, IT Supervisor (Virtually)

Brian Rusche, Development Director

Racquel Wertz, Voucher Supervisor

Kate Schaneman, Business Operations Assistant

Karen Massey, a member of the public and resident at Ratekin Tower attended the meeting in person.

### 2. Disclosure of Direct or Indirect Conflict of Interest

Leora Ruzin indicated a conflict with item #4 on the agenda, as she is good friends with the proposed appointee who is being recommended to the *Doors 2 Success* Board. Rich Krohn reminded Leora that she needed to disclose this conflict of interest in writing to General Counsel, Jill Norris for the record. No other conflicts of interest were disclosed.

### 3. Consent Agenda

The Consent Agenda consisted of the Minutes of the August 13, 2024, Regular Board of Commissioners Meeting. With a motion by John Howe, a second by Bill Johnson and a unanimous vote, the Consent Agenda was approved.

### 4. Appointment of Sarah Jean Casey to the Doors 2 Success Board

Sarah Jean Casey was introduced to Scott Aker by Kristi Relinger, the Doors 2 Success Board Chair. Kristi just recently began her own bookkeeping business, but previously worked with Ms. Casey at Bank of the San Juans. Ms. Casey has 13 years of banking experience and continues to demonstrate interest and significant passion for the work that *Doors 2 Success* does. The *Doors 2 Success* Board met on September 24, 2024, and recommend to the GJHA board the appointment of Sarah Jean Casey to the Doors Board. Randall Reitz made a motion

**October Board of Commissioners Regular Meeting Minutes**  
Grand Junction Housing Authority ("GJHA")

8 Foresight Circle, Grand Junction, CO 81505

**October 8, 2024 at 5:00 p.m.**

---

to approve Resolution 2024-10-01 - Appointing Individual to the Doors 2 Success Board. With a second by Bill Johnson and a unanimous vote (with Leora Ruzin abstaining), the motion was approved.

**5. Housing Choice Voucher Update**

Racquel Wertz gave a review of the Housing Choice Voucher Program and the updated Administrative Plan for GJHA. The Housing Opportunities Through Modernization Act (HOTMA) includes updates to the requirements for income and assets, so Staff has mirrored those requirements within this Administrative Plan. There will be an addendum added to GJHA's Administrative Plan to clarify that some of the changes will not take effect on January 1, 2025, because the HOTMA updates have been pushed into the summer of 2025. This delay is needed because HUD still needs to modernized its system to implement those changes. GJHA made changes to the preference points system used when households apply for a Housing Choice Voucher. For example, if there is a minor in the home that is in out of home placement, GJHA will check in with Department of Human Services every three months to see if they are still planning on reunifying the family. GJHA also updated what is considered necessary and non-necessary assets. If a resident or potential resident has more than \$100,000 in assets, they will no longer qualify for the program. Staff will be verifying income sources themselves rather than outsourcing that function. GJHA will no longer do upward interim changes for earned income. GJHA previously permitted church issued baptism paperwork as verification of legal identity, so Staff changed that as well. In addition, the Housing Quality Standards Requirements were updated. Under leasing, GJHA desires to change from a 12-month lease requirement, to allowing no less than a 6-month lease upon request.

Staff recommended approval of Resolution No. 2024-10-02 - Approving the Grand Junction Housing Authority Administrative Plan for the Housing Choice Voucher Program. With no further discussion, Bill Johnson made a motion to approve Resolution No. 2024-10-02 which was seconded by Leora Ruzin. After a roll call vote, the motion passed unanimously.

**6. Emergency Expenditure Ratification**

Staff requested the Board's ratification of the use of the emergency procurement process associated with necessary expenditures after receiving confirmation of a positive test for methamphetamine in a unit at 2814. Given the time lapse and delays between the original positive test results and Staff's ability to engage vendors for remediation and reconstruction, Staff are concerned that if the reconstruction component would have been solicited through the typical procurement process, the unit would be at risk of not being leasable by the end of the year. If this unit is not leasable by the end of the calendar year, the tax credit investor will lose the tax credits for that unit for the entire year, leaving GJHA to reimburse the investor for the associated loss. If that happens, it would not only be a threat to GJHA's reputation, but it

## **October Board of Commissioners Regular Meeting Minutes**

Grand Junction Housing Authority ("GJHA")

8 Foresight Circle, Grand Junction, CO 81505

**October 8, 2024 at 5:00 p.m.**

---

would also be costly. No insurance claim was filed. The contractor has stated that the unit would be back online and rentable by the end of the calendar year.

Scott Aker explained that the emergency is less about the dollar amount and more about the process to allow the contractor time to get the unit reconstructed in a timely manner.

There was a motion by Leora Ruzin to ratify the emergency purchase process to approve the methamphetamine reconstruction for unit #322 at 2814 with a second by John Howe. The motion passed unanimously.

### **7. Development Update**

GJHA hosted a "pre-charrette" to allow the architects and architectural students to see the valley and the property where development is being proposed adjacent to Matchett Park. Brian Rusche gave a presentation that was completed and reviewed at the design charrette that he, Scott Aker, and Jody Kole attended at the end of September. Many City staff attended the design charrette along with architects from Denver and architectural students from University of Colorado.

The presentation created at the design charrette will be presented at the Housing Colorado Conference on Friday, October 11, 2024, by the students that attended the charrette.

Requests for Proposals for debt and equity providers are due next week for The Current. GJHA has created an evaluation team who will evaluate the submitted proposals and Staff is planning on bringing a recommendation to the Board at the November Meeting.

### **8. Other business, if any**

Bill Johnson's term on the Board expires on October 31, 2024 and he is not seeking a second term. Karen Massey was unanimously recommended to City Council to be the next resident Board Member. She has a history with construction and financials and the interview team believes she will be a great addition to the Board.

### **9. Adjourn**

With no further business or discussion, Bill Johnson made a motion to adjourn. With a second by John, and a unanimous roll call vote, the meeting was adjourned at 6:33 p.m.

All Board packet documents and documents distributed during the Board Meeting are retained at GJHA.