

GARFIELD COUNTY HOUSING AUTHORITY

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Garfield County Housing Authority Regular Meeting – Rifle-Teleconference May 27, 2020 – 12:30 p.m.

Monique Speakman, Chair, called the meeting to order at 12:15 via Zoom.

Roll Call: Commissioners Stephen Huber, Jack Palomino, Dave Roberts, and Linda Hansen were present. Staff present: ED Kate Gazunis and CFO Cheryl Strouse.

Minutes *

Minutes of the April 2020 Regular Meeting were previously submitted to board for reading prior to meeting. Commissioner Palomino moved, and Commissioner Huber seconded the motion to accept the minutes of the regular April 22, 2020 meeting. Motion passed unanimously.

Financial Reports *

- a. * **Financials Statements.** April 2020 financial statements were previously submitted to board for reading prior to meeting, with notes from CFO Strouse. Commissioner Huber moved, and Commissioner Palomino seconded the motion to adopt the month-end April financials, subject to audit. Motion passed unanimously.
- b. * **Accounts Payable 4/17/2020-5/22/2020.** Checks paid for the prior period were emailed to the Board in advance of the meeting for review. After discussion and questions regarding the ledger, Commissioner Huber moved, and Commissioner Palomino seconded the motion to approve the checks paid, subject to audit. Motion passed unanimously.
- c. **Two-year Forecasting:** Staff presented a two-year forecast based on conversations with HUD regarding forecasting based on anticipated increases in the PUC as a result of the Covid-19 job losses. This is based on formulas provided by Patrick Hatch, HUD's TYT guru. The "COVID" forecast shows that GCHA can still issue 98.1% of its vouchers in 2020 even with the increase in the PUC and the authority will be able to issue 100% of its vouchers in 2021.

Unfinished Business

- a. **VSH #104 Contract:** This item was postponed to the June meeting because the contractors needed additional time.
- b. **Red Hill Lofts:** This item to authorize the ED to enter into an AHAP agreement was postponed until the Authority receives final approval from HUD to project base 12 vouchers.
- c. **Life Insurance:** *CEBT does not provide life insurance coverage for employees aged 65+ and therefore staff obtained cost quotes from several different agencies to cover this benefit gap. The best (lowest) cost was from COPERA, the authorities pension agency at \$31/mo. for \$20k coverage. Commissioner Huber moved, and Commissioner Roberts seconded the motion to approve the purchase of life insurance from PERA. Motion passed unanimously.
- d. **Executive Director's Report:** The written report included a brief update regarding the measures that management is taking to protect staff during the COVID crisis; renovations at VSH; the status of the Foster Youth to Independence and VASH vouchers. There is STILL no word on

MTW. The Admin Plan update has been postponed until after the crisis. No topics in the written update required Board action.

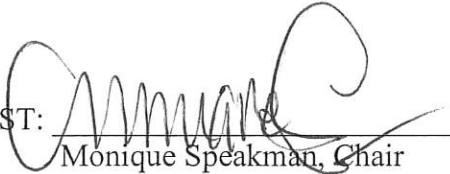
New Business

- a. **COVID Admin Fees:** ED Gazunis and CFO Strouse explained the additional and unanticipated admin fees that the Authority was being awarded. Additional income includes \$12,054 for an adjusted increase in the 2019 proration and \$85,152 in fees to cover additional costs associated with the COVID crisis. The HUD directive on what the crisis money can be used for is vague. The Board directed staff to get more clarity on what the money could be spent on before approving any capital or leasehold improvements.

- b. **Executive Director's Report:** The only new business on the ED report this month was to reference the increase in Admin fees and referred to the Agenda.

Adjourn: Commissioner Palomino moved, and Commissioner Huber seconded the motion to adjourn the regular meeting at 1:30 pm and convene as the Uncle Bob Foundation. Motion passed unanimously.

ATTEST:


Monique Speakman, Chair

APPROVE:


Katherine Gazunis, Secretary