

GARFIELD COUNTY HOUSING AUTHORITY

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Garfield County Housing Authority

Regular Meeting – Teleconference

August 24, 2022 -- Minutes



1. Call to order, Roll Call, Introduction of Guests:

Monique Speakman, Board Chair, called the meeting to order at 12:05 p.m. via Zoom.

Roll Call: Commissioners Linda Hansen, Dave Roberts, Jack Palomino, and Stephen Huber, were present.

Staff present: Executive Director Cheryl Strouse

2. Minutes *

Minutes of the July 2022, Zoom (regular) meeting were previously submitted to the Board for reading prior to the meeting. Commissioner Hansen moved, and Commissioner Hansen Roberts the motion to approve the minutes of the regular July 2022 meeting minutes. Motion passed unanimously.

3. Financial Reports

- a. * **Financials Statements.** Financial statements for June and July were tabled until the September Board meeting.
- b. * **Accounts Payable: 5/23/2022 – 7/24/2022.** Checks paid from July 24, 2022, through August 20th were tabled until the September Board meeting.
- c. **Two-year Forecasting:** Executive Director Strouse presented a two-year forecast based on realistic projections of the PUC changes. The agency has continued to drop in vouchers filled but has continued to lease up those we have lost.
- d. **Rental Housing Assistance:** Executive Director Strouse presented the Board with an update spreadsheet for all voucher types and Division of Housing numbers to support the Two-year forecasting.

4. Unfinished Business

- a) **Valley Senior Housing:** Executive Director Strouse reported to the Board that work had begun on the siding project at Valley Senior Housing with Colorado Maintenance Group's signed contract. Chair Speakman and Commissioner Hansen requested Executive Director to get a timeline from John Starr on when the job was completed. The Board requested that Executive Director Strouse keep the Board, the Federal Mineral Leasing District, and the County Commissioners updated with regular progress reports and pictures of the project.
- b) **The Work Number:** Executive Director Strouse informed the Board the Work Number had increased their prices, and at this time GCHA will not be taking advantage of the Work Numbers services.
- c) **Executive Director's Report:** There was no August Executive Directors report as Executive Director Strouse was out of the office on personal matters until the week of the August Board meeting.
- d) **Integrated Mountain Management:** Executive Director informed the Board that she had contacted Integrated Mountain Management to take over the management of Valley Senior

Housing but had not received a bid for services. Commissioner Roberts suggested Executive Director wait until the siding project is completed and then reconnect with Integrated.

5. New Business

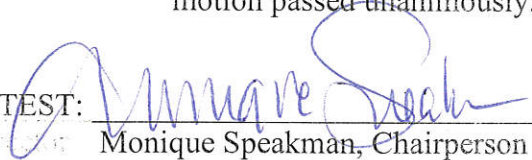
- a) **Glenwood Spring Affordable Housing:** Executive Director Strouse brought before the Board a contact between the Housing Authority and the City of Glenwood Springs for GCHA to manage the City's affordable housing deed restricted program. After discussion, the Board instructed Executive Director Strouse to move forward with talks between GCHA and the City
- b) **Harpers payroll services:** Executive Director Strouse brought a bid to the Board to begin to have Harpers payroll service begin payroll service starting October 1st for the Housing Authority. After discussion, Commissioner Huber moved, and Commissioner Roberts seconded a motion to accept the Harpers bid. Motion passed unanimously.
- c) **VASH/EHV Vouchers:** Executive Director Strouse informed the Board that she would like to apply for additional VASH and Emergency vouchers from HUD for 2023. The Board expressed concern whether the Housing Authority could support additional vouchers, or if the increase would change the status of the Housing Authority (i.e., a small agency). The Board tabled the discussion until Executive Director could gather more information on the impact of adding additional vouchers.
- e) **Staff Request:** Executive Director Strouse presented to the Board a request from the staff to close the office one day a week. The Board directed Executive Strouse to review the request and come back to the Board in September with a proposal.

6. Other

- a) **Next Regular meeting:** October 28, 2022

7. **Adjourn:** Commissioner Hansen moved, and Commissioner Huber seconded a motion to adjourn. The motion passed unanimously.

ATTEST:


Monique Speakman, Chairperson

APPROVE:


Cheryl Strouse, Executive Director