

GARFIELD COUNTY HOUSING AUTHORITY

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Regular Monthly Board Meeting

Glenwood Springs office

February 28, 2019 - 12:30 pm

1. Call to Order: Monique Speakman, Chairperson, called the meeting to order at 12:45. Roll Call: Commissioners Jack Palomino, Stephen Huber, Dave Roberts and Linda Hansen were present. Staff present: ED Kate Gazunis and CFO Cheryl Strouse.

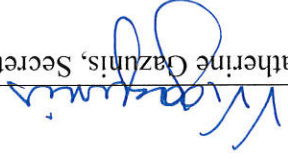
Guests: Mason Hohstadt of Garfield County Public Health attended the meeting to acquaint himself with the Housing Authority and its Board. Other Guests, Ryan Jarvis, Attorney, and Tim Malloy, Planner, were present to make a formal grievance to the Board of Housing Commissioners regarding ED Gazunis requested changes to the Lake Springs Ranch Affordable Housing Agreement. Jarvis and Malloy argued that Gazunis was acting outside her authority and the county regulations not to sign the agreement as presented. Commissioner Huber moved, and Commissioner Palomino seconded a motion directing the Executive Director to meet with the Board of County Commissioners and Garfield County staff to clarify their expectations of the housing authority regarding Affordable Housing Agreements and the proposed LSR proposed plan. Motion carried on a vote of three to one.

1. Minutes: Minutes of the January 23, 2019 regular meeting were previously submitted to board for reading prior to meeting. Commissioner Huber moved, and Commissioner Palomino seconded the motion to adopt the minutes. Motion passed unanimously.
2. Financial Reports
 - a. January 2019 financial statements were previously submitted to board for reading prior to meeting, with notes from CFO Strouse. Strouse explained the “contra” expenses. Commissioner Roberts moved, and Commissioner Hansen seconded the motion to adopt the month-end January financials subject to audit. Motion passed unanimously.
 - b. Accounts Payable 1/21/2019 to 2/22/2019: Checks payable for the prior month were emailed to the Board in advance of the meeting. After review of the ledger, Commissioner Roberts moved, and Commissioner Huber seconded the motion to approve the AP’s subject to Audit. Motion passed unanimously.
 - c. Two-year forecasting: The two-year forecasting tool shows that the success rate is currently at 85% and the utilization of vouchers for 2018 YE was at 99.9%. The BA expended was at 98.5% and both statistics are sufficient for full points on the prior year’s SEMAP.
3. Unfinished Business
 - a. Garfield County Federal Mineral Leasing District Application: Commissioner Huber moved, and Commissioner Roberts seconded a motion to ratify the vote to approve a Resolution to apply for the grant that was taken electronically due to the deadline. Motions passed unanimously.
 - b. Executive Directors Report: The report was previously submitted to board for reading prior to meeting and no action items were included.
4. New Business
 - a. Organizational Recommendations from Nan McKay: ED Gazunis presented an overview of the report which had been previously submitted to the Board for reading prior to the meeting. At 2:20 Commissioner Roberts moved, and Commissioner Huber seconded a

- a. motion to enter into Executive Session to discuss the personnel changes recommended in the report. At 2:40 Commissioner Roberts moved, and Commissioner Palomino seconded in a motion to end Executive Session. Subsequent to additional discussion about the assessment and recommendations, including potential changes to the Admin. Plan, Commissioner Roberts moved, and Commissioner Hansen seconded a motion to adopt the recommendations of the Nan McKay consultant's report. Motion passed unanimously.
- b. Changes to Admin. Plan. This agenda item was tabled to the March meeting.
- c. SEMAP Submittal: The 2018 SEMAP report was presented to the Board for review prior to submittal. Commissioner Roberts moved, and Commissioner Hansen seconded a motion to approve the SEMAP report to HUD as presented.
- d. Consideration of Moving To Work: ED Gazumis presented the results of her research into the MTW pilot program that HUD is soliciting participation from high performing agencies. Participation in this program is recommended by the Nan McKay assessment and provides an agency to use all its resources to help eligible voucher participants become financially self-sufficient. Commissioner Palomino moved, and Commissioner Roberts seconded a motion to submit a Letter of Interest/Application on behalf of the authority. The motion passed unanimously.
- e. ED's New Business Report: The report was previously submitted to board for reading prior to meeting and no action items were included

- 5. Other: The Board confirmed the next meeting date on March 27 at the Rifle office. Mike Nelson of *Chadwick, Steinkirchner, Davis & Co.*, will present the 2018 Audit to the Board.
- 6. Adjourn: Commissioner Roberts moved, and Commissioner Hansen seconded the motion to adjourn the regular meeting at 2:50 pm.

ATTEST: 
 Monique Speakman, Chair

APPROVE: 
 Katherine Gazumis, Secretary