

GARFIELD COUNTY HOUSING AUTHORITY

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Regular Monthly Board Meeting

Glenwood Springs office
April 24, 2019 - 12:00 pm

- 1) Call to Order: Monique Speakman, Chairperson, called the meeting to order at 12:17 pm. Roll Call: Commissioners, Stephen Huber, Dave Roberts and Jack Palomino were present. Staff present: CFO Cheryl Strouse.

Guests: Natalie Bowman, Rifle Housing Authority and Willa Williford, Williford, LLC.

- 2) Minutes: Minutes of the March 27th, 2019, Regular Meeting were previously submitted to board for reading prior to meeting. *Commissioner Roberts moved, and Commissioner Huber seconded the motion to adopt the minutes. Motion passed unanimously.

- 3) Financial Reports:

- a) March 2019 financial statements were previously submitted to board for reading prior to meeting, with notes from CFO Strouse. *Commissioner Palomino moved, and Commissioner Roberts seconded the motion to adopt the month-end March financials, subject to audit. Motion passed unanimously.
- b) Accounts Payable 3/23/2019 to 4/18/2019: 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 APs subject to Audit. Motion passed unanimously.
- c) Two-year forecasting: The two-year forecasting tool shows a success rate of 70%, the utilization rate is currently at 98.3% and the forecast indicates that 100% utilization of vouchers and BA are reasonably achievable for 2019. Management was unable to obtain a March turnover rate from HUD and success rate was estimated for the April meeting.

- 4) Unfinished Business:

- a) Bylaws: Management have been unsuccessful in their efforts to arrange a work session with the BOCC to review the proposed changes to the Bylaws for the Housing Authority and the Uncle Bob Foundation. The Board has tabled the ratification of the Bylaws until the county commissioners have had the opportunity to review and provide input, at which time the Authority Board will adopt the new Bylaws.
- b) MTW Application Status: The Board voted on to pass the Resolution to apply for the MTW program. *Commissioner Huber moved, and Commissioner Roberts seconded the motion to approve the application. Motion passed unanimously.

c) Lakota Ridge HAP Contract: The Board voted to pass the Resolution authorizing the Executive Direction to enter into a HAP Contract with Lakota Ridge. *Commissioner Huber moved, and Commissioner Palomino seconded the motion to approve the HAP Contract. Motion passed unanimously.

d) Executive Director's Unfinished Business Report: The written report included the announcement of a \$150k grant from the Federal Mineral Leasing District to be used for renovations at both the Valley Senior Center and Valley Senior Housing. Corrections to the February meeting minutes for both the Annual and Regular meetings. A status update on the USDA RD MPR loan/grant, the regional housing needs survey, staff changes suggested by the operational assessment, and the submission of the Letter of Support for the APEHI project in Carbondale. No topics in the written update required Board action.

2) New Business:

a) Natalie Bowman, of the Rifle Housing Authority and Willa Williford, of Williford, LLC, presented their proposed multi-family LIHTC project in Rifle. Rifle Housing Authority requested that the Authority issue a Letter of Support for their project and consider a HAP Contract to project base vouchers with no fewer than 8 vouchers to be available. *After discussion Commissioner Roberts moved, and Commissioner Palomino seconded a motion authorizing the Executive Director to submit a Letter of Support and project base no less than 8 vouchers if the Rifle project is awarded LIHTCs from CHFA. The motion passed unanimously.

b) Executive Director's New Business Report: The report informed the Board of the VSH annual inspection by USDA RD. No topics in the written update required Board action.

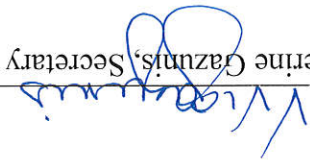
3) Other:

a) Commissioner Huber recommended that once new Bylaws for Uncle Bob have been approved that the Board consider including regular Board meetings for the Uncle Bob Foundation on quarterly basis. The next quarterly Uncle Bob Regular Board meeting is scheduled for the June Board Meeting, June 26th, 2019 at the Glenwood Springs office.

b) Next meeting: The next meeting will be the regularly scheduled monthly meeting on May 22nd, at the Rifle office. Commissioner Huber will be unable to attend.

4) Adjourn: *Commissioner Roberts moved, and Commissioner Palomino seconded the motion to adjourn the regular meeting at 1:50 pm. Motion passed unanimously.

ATTEST: 
Monique Speakman, Chair

APPROVE: 
Katherine Cazunis, Secretary