



## HOUSING CONNECT

### MINUTES OF THE ELECTRONIC MEETING OF THE BOARD OF COMMISSIONERS

September 16, 2020

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**PRESENT (video):**

Jennifer Johnston – Chair  
Mark Johnston – Vice Chair  
Phil Bernal – Commissioner  
Erin Litvack – Commissioner  
Spencer Moffat – Commissioner  
Christine Nguyen - Commissioner  
Gwen White – Commissioner

**STAFF PRESENT (video):**

Janice Kimball – Chief Executive Officer  
Andre Bartlome – Chief Finance Officer  
Zach Bale – Chief Programs Officer  
Mike Kienast – Chief Operations Officer  
Jeremy Runia – Real Estate Development Director  
Jarin Blackham – IT Director  
Ilez Brady – Section 8 Housing Choice Voucher Director  
Lori Pacheco – Public Housing Director  
Dan Pincock – Executive Administrator

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**COMMENCE**

At 11:36 a.m., Board Chair Jennifer Johnston welcomed the Board members and the Housing Connect management team in attendance to the Board meeting.

**1. PUBLIC COMMENT**

No members of the public were in attendance.

**2. CONSENT AGENDA**

The following items were included in the Consent Agenda:

- Housing Connect Board Meeting minutes for August 19, 2020
- The Hub activity report
- Covewood remodel update
- 426 South 500 East project update
- Hunter Hollow activity report
- State of Utah Housing Programs Office monitoring
- Salt Lake City HOPWA monitoring
- Staff changes

Vice Chair Mark Johnston motioned to approve the Housing Connect Board Meeting minutes for August 19, 2020, with Commissioner Nguyen seconding. All Board members present (Chair Jennifer Johnston, Vice Chair Mark Johnston, Commissioners Bernal, Litvack, Moffat, Nguyen, and White) voted affirmatively, and the minutes were approved.

**3. EXECUTIVE SESSION**

At 11:48 a.m., Commissioner Moffat motioned for the Board to enter into Executive Session to discuss some real estate matters. Commissioner White seconded the motion with all Board members present (Chair Jennifer Johnston, Vice Chair Mark Johnston,

Commissioners Bernal, Litvack, Moffat, Nguyen, and White) voting in favor, and the Board entered into Executive Session.

At 12:05 p.m., Commissioner Nguyen motioned for the Board to move out of Executive Session and back into regular (open) session, and Vice Chair Mark Johnston seconded the motion. All Board members present (Chair Jennifer Johnston, Vice Chair Mark Johnston, Commissioners Bernal, Litvack, Moffat, Nguyen, and White) voted affirmatively, and the Board returned to regular (open) session.

#### **4. ACTION ITEMS**

The Board approved the following actions:

- Vice Chair election: At the last Board meeting, Mark Johnston announced his intention to step down as the Board Vice Chair but will continue serving on the Board as a commissioner. He had recommended that the Board consider Commissioner Spencer Moffat to replace him. Chair Jennifer Johnston asked whether there were any other nominations, but there weren't any. Commissioner Litvack motioned for Spencer Moffat's nomination, and Commissioner White seconded the motion. All Board members present (Chair Jennifer Johnston, Vice Chair Mark Johnston, Commissioners Bernal, Litvack, Moffat, Nguyen, and White) voted in favor of the nomination, and Spencer Moffat was elected to serve as the new Vice Chair.

- Resolution #1016 (approval of Housing Choice Voucher Payment Standards annual adjustment): CFO Andre Bartlome provided a summary of the payment standards, and the Board was presented with various payment standards adjustment scenarios, as HUD allows housing authorities the flexibility to set the payment standards between 90% and 110% of the Fair Market Rent (FMR) for each bedroom size. After some discussion, Commissioner Bernal motioned to approve Resolution #1016, using Housing Connect's recommendation for the payment standards for studio apartments to be set at 90% FMR, 1- and 2-bedroom units to be set at 110%, and to keep the remainder bedroom sizes where they currently are at. Commissioner Nguyen seconded the motion. All Board members present (Chair Jennifer Johnston, Vice Chair Moffat, Commissioners Bernal, Mark Johnston, Litvack, Nguyen, and White) voted affirmatively, and Resolution #1016 (approval of Housing Choice Voucher Payment Standards annual adjustment) was approved.

- Resolution #1017 (New City Plaza Partners' approval of the equity and financing selections): The Board was asked to approve the resolution allowing Housing Connect and HOI to complete its due diligence processes, negotiate, and execute a Letter of Interest between New City Plaza Partners and Enterprise Housing Credit Investments, LLC, and AGM Financial Services, Inc. who were the highest evaluated bidders for equity and financing for the purposes of recapitalizing the 299 units of the City Plaza/County High Rise property. This information was presented at the Housing Opportunities, Inc. (HOI) Board meeting earlier. CEO Janice Kimball explained that while HOI will own the building, Housing Connect is the guarantor. Commissioner Litvack motioned to approve the resolution, and Vice Chair Moffat seconded. The motion passed with all Board members present (Chair Jennifer Johnston, Vice Chair Moffat, Commissioners Bernal, Mark Johnston, Litvack, Nguyen, and White) voting in favor, and Resolution #1017 (New City Plaza Partners' approval of the equity and financing selections) was approved.

- Resolution #1018 (approval of updates to the Public Housing Lease Agreement): Updates to the Public Housing Lease Agreement were proposed to include a clarification of the guest policy (guests or visitors of a resident may be accommodated for no longer than a period of 3 consecutive days across all Housing Connect properties without prior written approval of Housing Connect) and to prohibit large playground equipment on Housing Connect properties. Housing Connect Public Housing Director Lori Pacheco informed the Board that the RAB approved these updates at its last meeting (in August) and that all residents in the agency's Public Housing properties were given a 30-day period to provide comments and no one submitted any comments. Commissioner Nguyen motioned to approve the resolution, and Commissioner White seconded, with all Board members present (Chair Jennifer Johnston, Vice Chair Moffat, Commissioners Bernal, Mark Johnston, Litvack, Nguyen, and White) voting to approve. Resolution #1018 (approval of updates to the Public Housing Lease Agreement) was approved.

- Resolution #1019 (approval of the agency grievance policy): In recent monitorings, Housing Connect has been asked to provide to clients a grievance policy to address resident concerns and issues that do not qualify for an informal hearing. CEO Janice Kimball explained that this is in addition to the program hearings for Public Housing and Section 8 and that this is an agency-wide policy. This policy is another resource for the residents to use with the agency if they have concerns or problems that they are having. Chair Jennifer Johnston suggested an e-mail address for residents to file a grievance (instead of the Housing Connect website address) and providing information regarding participating in the RAB. Commissioner White motioned to approve the resolution, and Commissioner Litvack seconded the motion. All Board members present (Chair Jennifer Johnston, Vice Chair Moffat, Commissioners Bernal, Mark Johnston, Litvack, Nguyen, and White) voted affirmatively, and Resolution #1019 (approval of the agency grievance policy) was approved.

#### **5. CEO's REPORT**

Housing Connect CEO Janice Kimball reported the following:

- Recent wind damage: Most of the damage was minor, but there were some significant issues at Sunset Gardens and Villa Charmant. COO Mike Kienast, Public Housing Director Lori, and CEO Janice Kimball complimented all teams for the job they did in responding to this

weather incident.

- MTW application process notification: On August 28, Housing Connect was notified by HUD of the re-opening of the Moving To Work (MTW) application process. HUD will select 10 housing authorities for the program, and Housing Connect was one of about 40 housing authorities who have pre-qualified. She gave a quick summary of the MTW program for the Board and said that this gives the agency more flexibility and tools to serve the community. Under the Rent Reform cohort which Housing Connect is applying under, it would be a 6-year study, and the program contract for MTW status is 20 years.

- Opportunity to apply for 75 Mainstream vouchers: Housing Connect will submit the application for Mainstream vouchers and has been talking to YWCA about using the agency's 3rd party management entity for YWCA's Kathleen Robison Huntsman apartments. Housing Connect is trying to work with YWCA to make that a successful property.

- Eviction moratorium extension: Recently, the CDC extended the eviction moratorium, and CEO Janice Kimball informed the Board that the real challenge is that renters are not being given a reprieve from paying rent, and, as a result, there is some real concern across the country that this could put some tenants into a position of debt which they may not be able to get out of. She felt it would be better if the moratorium could be coupled with some rent or financial assistance. Chief Programs Officer (CPO) Zach Bale clarified that the moratorium is extended to any tenant regardless of property or funding (the CARES Act reprieve applied only to the property, whereas this moratorium is specific to the tenant, but the tenant needs to know about it, meet the eligibility criteria and the declaration, sign it, and give it to their landlord).

- Meetings with officials from various cities within the County: CEO Janice Kimball let the Board know that, in line with her goals, she has met with either the planning commissions or the city councils from four cities within Salt Lake County and re-introduced Housing Connect to them and reminded them that Housing Connect is a tool for them to use as they plan for affordable housing in their communities.

- Audits: CFO Andre Bartlome and his team have been very busy this week, as the auditors have been here to review the agency's financials from last fiscal year.

- Board member training: There is some mandatory online state auditor training for Board members, and CEO Janice Kimball informed the Board that a link to this training would be sent out.

## **6. COMMISSIONERS INPUT**

Board commissioners provided the following input:

Commissioner White had nothing to report on the RAB, as there was not a meeting this past month. CEO Janice Kimball and COO Mike Kienast met with Commissioner White earlier to address some of the frustrations going on at the property. Commissioner Mark Johnston did not offer any input. Commissioner Litvack said the County is monitoring COVID and the impact on schools. They are also finalizing winter plans for the homeless and looking for a venue for the overflow shelter. Commissioner Bernal reported on the (NAHRO) Commissioners Fundamentals online training and encouraged Board members to take the course, noting the time commitment for it. Vice Chair Moffat said that things continue on the same trajectory for development and construction as they have over the past year. Commissioner Nguyen provided a Housing Connect Fund (HCF) report, reviewing the HCF Board's efforts to familiarize itself with the voice of the people being served. She and HCF Executive Director Zach Bale briefly introduced the Social Determinants of Health framework to the Board. At the next Housing Connect Board meeting, there will be a presentation on the Social Determinants of Health given by Commissioner Nguyen and HCF Board Chair Nick Fritz.

## **ADJOURN**

No other items were discussed, and at 1:12 p.m., the meeting was adjourned.

The October Housing Connect Board meeting will be held on Wednesday, October 21.

Respectfully submitted,

Dan Pincock  
Executive Administrator