



HOUSING CONNECT

MINUTES OF THE JANUARY 2023 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

January 18, 2023

PRESENT:

Spencer Moffat – Chair
Phil Bernal – Vice Chair
Kat Johnson – Commissioner
Wendy Leonelli – Commissioner
Erin Litvack – Commissioner
Christine Nguyen – Commissioner
Gwen White – Commissioner (virtual)

GUESTS:

Stephanie Bourdeaux (Housing Opportunities – HOI – Board Chair)
Kristi Kearl (Housing Opportunities, Inc. – HOI – Board Trustee)

STAFF PRESENT:

Janice Kimball – Chief Executive Officer (virtual)
Andre Bartlome – Chief Financial Officer
Mike Kienast – Chief Operating Officer
Kirk Moorhead – Real Estate Development Director
Zach Bale – Chief Program Officer
Jarin Blackham – Information Technology Director
Marni Timmerman – Moving To Work (MTW) Director
Dan Pincock – Executive Administrator
Lori Pacheco – Public Housing Director
Jeanette Hernandez – Affordable Housing Director
Krysta Niemczyk – Grant Programs Director
Greg Cantrell – Director of Construction and Vendor Management
Paul Rooker – Human Resources Director
Braidee Kolendrianos – Family Services Development Coordinator

COMMENCE

The January 2023 Housing Connect Board of Commissioners meeting was held on Wednesday, January 18, at 9:09 a.m. Housing Connect Board Chair Spencer Moffat commenced the meeting at 9:09a.

1. GUESTS/PUBLIC COMMENT

There was no public comment; however, Housing Opportunities, Inc. (HOI) Board Chair Stephanie Bourdeaux and HOI Board Trustee Kristi Kearl attended the meeting as guests.

2. CONSENT AGENDA

The Consent Agenda consisted of the Grants update, as well as the Training update, the Real estate development update, the Cyprus Park easement update, and the staff changes since the last Board meeting. Vice Chair Bernal encouraged Board members (and staff) to take advantage of training opportunities. He added that the recent training which he took in Florida was excellent and that he learned a lot. Board Chair Moffat commented that Housing Connect will assist Board members who are interested in attending training offered for commissioners.

Commissioner Nguyen motioned to approve the Consent Agenda, and Vice Chair Bernal seconded the motion, with all Board members present voting affirmatively. The motion passed, and the Consent Agenda was approved.

4. EXECUTIVE SESSION

An executive session was not held, as there were no matters or concerns to discuss, and the Board continued with regular (open) session.

5. ACTION ITEMS

The Board voted on and approved the following items:

- Election of Board officers: CEO Janice Kimball pointed out that Housing Connect is proposing the same officers as before.

Commissioner Johnson motioned to approve the officers as proposed with Commissioner Nguyen seconding the motion. All Board members present voting in support of the motion, which passed, and the Board officers were approved with Spencer Moffat as Chair and Phil Bernal as Vice Chair.

- November 2022 Housing Connect Board Meeting minutes: With no questions, changes, or concerns from the Board, Commissioner Litvack motioned to approve the November 2022 Housing Connect Board Meeting minutes, and Commissioner White seconded the motion. All Board members voted affirmatively, and the motion passed. The minutes for the November 2022 Housing Connect Board Meeting were approved.

- Resolution #1076 Approval of the Significant Amendment to the FY2022-23 Public Housing Agency (PHA) Plan: CEO Janice Kimball explained that the current PHA Plan needed more details for the Granger plans to include that the agency is going through a (Section 18) disposition application, which means that the repairs needed at the property are at such a level that HUD deems them obsolete, and so the property needs to be moved out of Public Housing and can apply for 24 vouchers.

Commissioner Leonelli motioned to approve the resolution and Commissioner Nguyen provided a second to the motion. All Board members present voted to support the motion, which passed, and Resolution #1076 (Approval of the Significant Amendment to the FY2022-23 PHA Plan) was approved.

- Resolution #1077 (Approval of the Section 18 disposition application for the Granger apartments): CEO Janice Kimball remarked that the resolution is for the purpose of approval the Granger apartments Section 18 disposition application. The Board book memo explains that Housing Connect is taking the Granger apartments out of Public Housing and putting them through disposition. Housing Connect has previously gone through this process with Sunset Gardens.

Commissioner Johnson motioned to approve the resolution, while Vice Chair Bernal seconded the motion. With all Board members presenting voting in support of the motion, the motion passed, and Resolution #1077 (Approval of the Section 18 disposition application for the Granger apartments) was approved.

- Resolution #1078 (Public Housing and HCV Section 8 write-offs for July 1, 2022 to December 31, 2022): CEO Janice Kimball informed the Board that the write-offs are a standard process and something which Housing Connect does every 6 months. The write-off amounts are quite a bit lower than previous. For Public Housing, Director Pacheco remarked that the reason for the decline is because Housing Connect is transitioning units out of Public Housing, and, therefore, less people in the program and less people transitioning out. CEO Kimball also noted that for Section 8, the amount written off has trended very similarly over the last 3 write-off periods.

Commissioner Nguyen motioned to approve the write-offs for Public Housing and HCV Section 8. Commissioner White seconded the motion. All Board members present voted affirmatively, and the motion passed. Resolution #1078 (Public Housing and HCV Section write-offs for July 1, 2022 to December 31, 2022) was approved.

- Housing Connect Fund (HCF) Board Trustee appointment (Jamie Ramos): Jamie Ramos is well known to Housing Connect, as she also serves on the Resident Advisory Board and is a valuable member. Chief Program Officer Zach Bale thanked Braidee Kolendrianos for her work in ensuring that there is at least one program participant on the Board. He continued by saying that Jamie Ramos's letter and her experience speak for themselves and that she has the full support of the HCF Board to participate as a Board trustee.

Commissioner Nguyen motioned to accept Jamie Ramos as a Housing Connect Fund Board member, and Commissioner Nguyen seconded the motion. All Board members voted in support of the motion, and Jamie Ramos' appointment to the Housing Connect Fund Board was approved.

6. MONTHLY FINANCIAL REPORT

CFO Andre Bartlome discussed with the Board changing from a June fiscal year end to a December fiscal year end going forward. He noted that the reason for this is that a lot of Low Income Housing Tax Credit (LIHTC) properties have been added to the portfolio, and it's difficult and time consuming to do two different budget year-ends, audit cycles, etc. and feel that Housing Connect has reached the tipping point. He added that Housing Connect will need to notify HUD before end of March. There would have to be an 18-month budget year from July 2023 to December 2024, if this change is made. Budgets would then be prepared accordingly. Language indicating

this has been added to annual and other reports for an 18-month fiscal year. He said that the agency will need to think about when raises are given (perhaps give raises halfway through the 18-months year and then in January going forward) and, similarly, changes to benefits and other (smaller) things would have to be made.

Besides Housing Connect, Housing Opportunities, Inc. (HOI), Affordable Housing Associates, Inc. (AHA), Choice Property Solutions, and the Housing Connect Fund would also be changed to the new fiscal year. He said he didn't see any issues with HOI and remarked that grants received mostly under Housing Connect do not coincide with a December year-end, but a lot don't end in June, either. Critchlow and Hub NextWork are tied to June fiscal year end, noting that these two smaller entities would not change. Commissioner Bernal recommended speaking to other housing authorities who have been in similar situations. CFO Bartlome said that the new auditors could also provide a list of such agencies, as could HUD. CFO Bartlome felt the change to a December fiscal year-end would be worth it.

Regarding the agency financials, CFO Bartlome said that there is an actual \$282,000 net loss (there was a budgeted loss projection of \$72,000). Most of the loss is due to spending down the reserve for Housing Choice Voucher (HCV). Overall, CFO Bartlome said that the rest of the programs are doing well financially. The Development Fund is showing positive results, and developer fees are coming in. Public Housing is doing great.

Central Office/Maintenance has made \$142,000 less than projected. There are less revenues coming in for fee-for-service, which has to do, in part, with a decrease in staff, although staff numbers look a lot better.

Most of the LIHTC properties are doing well. Bodhi still struggles with security issues, but a staff member (night manager) has been added for the night shift. COO Mike Kienast added that Bodhi is 100% occupied. Affordable Housing Director Jeanette Hernandez pointed out that the agency is working with services partners to come up with an after-school curriculum and some family activities for the weekends. CEO Kimball concurred with Vice Chair Bernal's suggestion to talk to the Salt Lake City government about its long-term plans for the Bodhi neighborhood and agreed that Housing Connect should meet with City officials to see what the plans are and what the agency can do to support the City.

Director Hernandez also talked about the Bud Bailey Apartments and provided the Board with some general tenant demographic information.

CFO Bartlome then briefly covered the agency's reserves. Presently, there are \$11.5 million in cash reserves, \$3.9 million are unrestricted, and \$7.7 million are restricted.

7. COMMISSIONERS' INPUT

- Commissioner White reported on the Resident Advisory Board (RAB) meeting which take place on January 11. She said that Lori Pacheco reviewed the significant amendment to the annual Public Housing Agency (PHA) plan (for the Granger apartments) and the Moving To Work (MTW) supplemental plan. She said the RAB provided its support and approval of both issues.

- Commissioner Johnson said that she plans to take the Commissioner Fundamentals course later this month.

- Commissioner Litvack said that the Housing Trust Fund process is about to get underway. In addition, she informed the Board that the legislative session just started, and she highlighted that there is a \$100 million ask for affordable housing, as well as additional funding for homeless resource centers.

- Chair Moffat felt that there may be some new opportunities on the horizon for Housing Connect to step in and do something, having some capital to deploy.

- Vice Chair Bernal provided his encouragement to take the training available to commissioners and expressed that the NAHRO training was really worthwhile. He added that there will be a regional NAHRO conference in St. George at the end of April. He also provided his feedback that he feels the agency is moving in the right direction (towards tax credits and voucher programs and away from public housing).

- Guest HOI Board Chair Stephanie Bourdeaux concurred with Vice Chair Bernal and commented that the Board training is very useful and helpful.

- Commissioner Nguyen said that the housing-related services and support program is underway. It is focused on targeted adult Medicaid individuals and that everything is ready to pay all of the non-profit organizations that are taking advantage of the program for the people who they serve. The Utah Department of Health is sending out an e-mail next week to update service providers and that the Department always includes Housing Connect because it is such a great partner. Housing Connect will work very closely with service partners. The program is for case management services to assist people looking for housing, but it is also offering case management after the

individuals are housed. She pointed out that the only challenge is that the people need to be TAM-eligible, but the Department found out recently that it is not difficult to get an extension for that. So far, 12 individuals have been approved.

She also said that she attended a PHADA conference last year and is planning to attend the NAHRO conference this year. She remarked that it is great to have the support of Housing Connect to take the training. She appreciates taking the training.

- Commissioner Leonelli informed the Board that J. Fisher Companies is looking for a new president of its internal GC (general construction) group and is looking for recommendations. In addition, she said that she is now the Chair for Downtown Alliance's Downtown Development Committee (Salt Lake City-specific; primarily for developers).

- Guest HOI Trustee Kristi Kearl expressed to the Board how great it is to be a part of an organization so unified in serving the community and meeting the needs of the most vulnerable people in the population.

8. OTHER

The annual disclosure forms were provided to all Board members.

ADJOURN

At 9:55 a.m., Commissioner Johnson motioned to adjourn the meeting, and Commissioner White seconded the motion, which passed with all Board members voting in favor of the motion. The meeting was adjourned.

Respectfully submitted,

Dan Pincock
Executive Administrator