



## HOUSING CONNECT

### MINUTES OF THE SEPTEMBER 18, 2024 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

September 18, 2024

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#### PRESENT:

Spencer Moffat – Chair  
Phil Bernal – Vice Chair  
Kat Johnson – Commissioner  
Christine Nguyen – Commissioner

#### EXCUSED:

Wendy Leonelli – Commissioner  
Erin Litvack – Commissioner

#### GUESTS:

Karl Westbrook – public  
Sandra DeBry – Housing Connect Fund Chair  
Katrina Hagen – Housing Connect Fund Vice Chair  
Jamie Ramos – Housing Connect Fund Trustee  
Nick Fritz – Housing Connect Fund Trustee

#### STAFF PRESENT:

Janice Kimball – Chief Executive Officer  
Mike Kienast – Chief Asset Officer  
Marni Timmerman – Chief Operating Officer  
Jarín Blackham – Information Technology Director  
Ilez Brady – Housing Choice Voucher/Section 8 Director  
Braidee Kolendrianos – Marketing Strategist  
Dan Pincock – Executive Administrator  
Tom Biesinger – Comptroller  
Zach Bale - Consultant

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#### COMMENCE

The September 2024 Housing Connect Board of Commissioners Meeting was held on Wednesday, September 18, 2024, and commenced at 11:34 a.m. Chair Spencer Moffat facilitated and led the meeting. He asked for an introduction of all present at the meeting (in-person and online).

#### 1. GUESTS/PUBLIC COMMENT

Karl Westbrook (a member of the general public) attended, as did Housing Connect Fund Board members Sandra DeBry, Katrina Hagen, Jamie Ramos, and Nick Fritz. Although Chad Porter, auditor for Smith Marion, was scheduled to participate in the meeting, he was not able to, and the audit report for Housing Connect was not presented.

At 11:37 a.m., Chair Moffat motioned to exit the Board meeting in order for the Housing Connect Fund (HCF) meeting to take place, and Commissioner Nguyen seconded the motion with all Board members present (Chair Moffat, Vice Chair Bernal, and Commissioners Johnson and Nguyen) voting in favor of the motion, and the Board exited the meeting.

#### 2. ACTION ITEMS

At 12:08 p.m., Commissioner Nguyen motioned to re-open the Housing Connect Board Meeting. Commissioner Johnson seconded the motion, and all Board members present (Chair Moffat, Vice Chair Bernal, and Commissioners Johnson and Nguyen) voted in favor of the motion, and the Board meeting was re-opened.

The following two were presented for action by the Board:

- Housing Connect Board Meeting minutes – August 21, 2024 meeting: There were no questions or comments regarding the minutes, and Commissioner Nguyen motioned to approve them with Commissioner Johnson seconding the motion. All Board members present (Chair Moffat, Vice Chair Bernal, and Commissioners Johnson and Nguyen) voted in favor of the motion, and the August 2024 Board meeting

minutes were approved.

- Resolution #1112 – Housing Connect 2025 Public Housing Agency (PHA) Plan, including the Moving To Work (MTW) Supplement, Safe Harbor Waiver, and Housing Choice Voucher (HCV) Admin Plan: Chief Administrative Officer Marni Timmerman summarized the Housing Connect 2025 Public Housing Agency (PHA) Plan. There was a public hearing on the Plan which was held on Wednesday, September 4. Once approved by HUD, the implementation of the Plan will begin on January 1, 2025. She went over the Plan highlights, the proposed MTW activities, and the next steps. COO Timmerman explained that she and Housing Choice Voucher/Section 8 Director Ilez Brady were able to present the Plan to the public and the Resident Advisory Board (RAB), and they received feedback from various individuals and groups, which she summarized for the Board. The feedback included concerns about challenges faced by people experiencing homelessness (particularly the lack of rent), true family supportive housing, support for 300 Permanent Supportive Housing (PSH) units for people needing mental health supports, and prioritization of Family Supportive Housing.

She went on to explain that the RAB approved the Plan, and there was a discussion by the RAB about resources, and the RAB acknowledged the feedback from the public and supported the focus on PSH for families and/or those experiencing homelessness while acknowledging already limited resources, as well as the need for a variety of housing and housing assistance to support all households.

Guest Karl Westbrook encouraged increased use of social media (such as Facebook) for publicity of the public meetings, which was noted.

The Board supports Housing Connect's focus on housing for homeless populations and for families with refugee status and will work to accommodate them as appropriate. Commissioner Johnson motioned to approve the Housing Connect 2025 Plan including the Moving To Work (MTW) Supplement, Safe Harbor Waiver, and Housing Choice Voucher (HCV) Admin Plan, and Commissioner Nguyen seconded the motion, with all Board members present (Chair Moffat, Vice Chair Bernal, and Commissioners Johnson and Nguyen) voting in favor of the motion, and Resolution #1112 was approved. In addition, there were questions about the financial loss at Grace Mary Manor. Chief Asset Manager Mike Kienast commented that there were the number of expenditures were up while revenue was down but indicated he would look into the details.

### **3. CLOSED MEETING**

There were no items to be discussed for Closed Meeting, so the Board moved on to the next agenda item.

### **4. MONTHLY FINANCIAL REPORT**

Housing Connect Comptroller Tom Biesinger presented the monthly financial report for the period ending July 31 and covered the various programs, as well as the reserves. Housing Connect finished the period \$561,000 net cash gain compared to a \$693,000 budget gain, so Housing Connect is \$132,000 under what was budgeted. The Board inquired into the decrease of \$140,000 in unrestricted reserves, which Comptroller Biesinger said he would look into and would follow up with the Board. The Board also inquired as to increase in expenses at Grace Mary Manor. Chief Asset Manager Mike Kienast commented to the Board that the number of expenditures was up while revenue had decreased, but he indicated that he would look into the details and would follow up with the Board.

### **5. REAL ESTATE DEVELOPMENT REPORT**

CEO Kimball informed the Board about the following real estate projects:

- NCP: The project should be completed at the end of February, if not earlier. Housing Connect will ask for a waiver from HUD regarding the Build America, Buy America Act.

- East 72: Housing Connect has met its DCR requirements and has received the final development fee. Going forward, East 72 will be dropped from the Real Estate Development Report.

- Granger Apartments: Granger is 63% completed. There is a large contingency expense related to sewer and water lines, but Housing Connect does not anticipate any other significant contingency expenses.

- 44 North: The property will be re-named. The environmental testing and requirements have been completed and the clearance has been received for the existing on-site structures to be taken down. The construction finance closing is anticipated to be in January 2025.

- Kearns property: Housing Connect was not successful in its 9% Low Income Housing Tax Credit application, and the agency is assessing its options.

### **6. CEO'S REPORT**

Housing Connect Chief Executive Officer Janice Kimball remarked to the Board that Housing Connect is working through a recruiter for the Chief Financial Officer position. So far, two candidates have been brought forward. One of them is being considered. She thanked

Comptroller Tom Biesinger and his team for all they have done to support the agency during the transition and in doing all they can to make sure that things are running well.

She also discussed this year's payment standard. Housing Connect is recommending leaving all bedrooms at the current payment standards, and once the HUD budget is finalized, the agency will be recommending increasing the 1-bedroom payment standards to 110%.

**7. COMMISSIONERS' INPUT**

Commissioner Johnson briefly mentioned an interesting NPR radio segment on housing authorities and not having enough vouchers and issues with landlords. CEO Kimball remarked about an interactive article in USA Today about the utilization of vouchers by housing authority.

Vice Chair Bernal called attention to the Board about the list of upcoming conferences. He felt the Washington Conference will be an important one to educate the elected representatives.

**8. OTHER**

CEO Kimball pointed out the staff updates/changes and the property list and requested that the Board members review the list and inform leadership of anything they want to see added or changed.

**ADJOURN**

At 12:56 p.m., Chair Moffat adjourned the meeting without objection.

Respectfully submitted,

Dan Pincock  
Executive Administrator