



HOUSING CONNECT

MINUTES OF THE JANUARY 15, 2025 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

January 15, 2025

PRESENT:

Phil Bernal – Chair
Christine Nguyen – Vice Chair
Mike Akerlow – Commissioner
Kat Johnson – Commissioner
Wendy Leonelli – Commissioner
Erin Litvack – Commissioner
Jamie Ramos – Commissioner

EXCUSED:

Braidee Kolendrianos – Marketing Strategist

GUESTS:

Nicholas Fritz – HC Fund Chair
Kristi Kearl – HOI Trustee

STAFF PRESENT:

Janice Kimball – Chief Executive Officer
Fernando Aniban – Chief Financial Officer
Marni Timmerman – Chief Operating Officer
Mike Kienast – Chief Asset Officer
Greg Cantrell – Director of Construction & Vendor Management
Kirk Moorhead – Real Estate Development Director
Ilez Brady – HCV Director
Jarin Blackham – Information Technology Director
Jeanette Hernandez – Director of Property Management & Compliance
Krysta Niemczyk – Director of Policy and Strategic Initiatives
Tom Biesinger – Comptroller
Lori Berry – Executive Administrator

WELCOME

The January 2025 Housing Connect Board of Commissioners Meeting was held on Wednesday, January 15, 2025, and commenced at 11:38 a.m. Chair Phil Bernal facilitated the meeting.

- Chair Bernal welcomed everyone. We have four resolutions to approve and then we're asking the Board to approve the Monthly Financial reports and the Real Estate Development report through a Consent Agenda, unless the Board of Commissioners has specific questions. And if you do, we'll pull out those reports to go over.

GUESTS/PUBLIC COMMENT

- None

ACTION ITEMS

- Adoption of December 2024 Housing Connect Board of Commissioners Meeting Minutes 12.18.24:
 - Chair Bernal asked if people had a chance to review the Board Minutes of December 18? There were no changes or comments. Vice Chair Nguyen moved to approve the minutes and Commissioner Leonelli seconded the motion. All Board members present (Chair Bernal, Vice Chair Nguyen, Commissioners Akerlow, Johnson, Leonelli, Litvack, and Ramos) voted In Favor of accepting the minutes of the December 2024 Board Meeting; none opposed. The December minutes are accepted.
- Resolution #1116 – Approval of PHA Management Software Vendor Selection and Intent of 5-yr Renewal Contract
 - CEO Kimball stated we decided to re-bid our software. We had an RFP go out; we had three (3) bids come in. The low bid was our existing company, Emphasys Software. We went out to bid as we weren't happy with them. And when their cost came in at considerably less, we entered into a nine (9) month agreement period where Emphasys would be able to address our concerns and must-haves. Overall, they did a good

- job and addressed the problem areas we noted.
- We are asking for the Board’s approval of this contract. It is over my (CEO Kimball) threshold to approve as it’s \$574,721 over five (5) years.
 - Director Blackham said he would be happy to answer any questions. This is the software for our housing and finances.
 - Commissioner Leonelli motioned to approve Resolution #1116; Commissioner Akerlow seconded the motion. All Board members present (Chair Bernal, Vice Chair Nguyen, Commissioners Akerlow, Johnson, Leonelli, Litvack, and Ramos) voted In Favor of Resolution #1116; none opposed. Resolution #1116 passed, and Emphasys Software is to continue as our software vendor.
 - Resolution #1117 – Payment of BBA HVAC Repair June 18, 2024; \$279,403
 - CEO Kimball: This is regarding the HVAC repair. I’m not sure everybody knows, but this is for the building we are in now. And it has had challenges from day one. We’ve been working on it and working on it and I believe we finally have a solution as of last July.
 - CAO Kienast said he detailed it in the memo in the Board Book; it’s been an ongoing issue for the past four (4) years.
 - We have contracted as a ‘Sole Source’ Salmon Mechanical. What was installed is a Daikin product, which was top of the line when developed, but it was new technology and there’s also some issues that are not going away.
 - And we come to the Board as the repair is over \$250K and anything over \$250K comes to the Board for approval. This should have come to the Board sooner (than now – January), but it did not make it; it should have been in July or August of 2024.
 - Commissioner Nguyen asked was this in the plans? Did they build according to plan? CAO Kienast replied it was built according to plan.
 - Real Estate Development Director Moorhead stated there’s also a lot of debris in the system. And one of the things we liked when we opened up the walls, they hadn’t removed any of the construction; we learned a good lesson here. Now we have a third-party monitoring the system at East 72 because of the experience we’ve had here at Bud Bailey Apartments.
 - Commissioner Ramos asked if they found anything that wasn’t done correctly? Director Moorhead replied no. Director Moorhead said it would depend on the complexity of the system. But I think we’re going to use more third-party in some of the risk areas like the HVAC systems for sure. And to also ensure they’re meeting the accessibility requirements. I think we’ve noticed that’s another area where we need to have some additional eyes on.
 - Commissioner Akerlow motioned to approve Resolution #1117; Commissioner Johnson seconded the motion. Chair Bernal called for a vote. All Board members present (Chair Bernal, Vice Chair Nguyen, Commissioners Akerlow, Johnson, Leonelli, Litvack, and Ramos) voted In Favor of Resolution #1117; none opposed. Resolution #1117 passed, and the Salmon Mechanical invoice is to be paid forthwith.
 - Resolution #1118 – Housing Connect Authorizing Bridge Loan from Enterprise and the RDA Loan for NCP
 - Director Moorhead: this is a resolution authorizing HOI to borrow the money as stated in the HOI Resolution #95. We borrowed \$4M from Enterprise. Again, a short-term loan, a bridge from a cash flow standpoint to the next equity installment. There was a resolution passed back in July, 2024, where this wasn’t included; not sure if the attorney(s) missed it or not, but we’re cleaning up that piece.
 - In addition to Housing Connect authorizing to borrow the \$4M, we are also authorizing Housing Connect to borrow the \$895,000 [the authorization to borrow this \$895,000 was inadvertently not included in the resolution that was passed by Housing Connect in July 2024]. It is money we’ve raised that we’re bringing into the deal.
 - Commissioner Akerlow asked if the repayment on the loan, is it deferred? Director Moorhead replied it stays on the books until the maturity date of the loan.
 - Chair Bernal called for a motion; Commissioner Johnson motioned to approve Resolution #1118; Commissioner Nguyen seconded the motion. All Board members present (Chair Bernal, Vice Chair Nguyen, Commissioners Akerlow, Johnson, Leonelli, Litvack, and Ramos) voted In Favor of Resolution #1118; none opposed. Resolution #1118 is passed.

CONSENT AGENDA

- Chair Bernal looked for a motion to Accept the Consent Agenda. Commissioner Litvack motioned to accept the Monthly Financial Reports and the Real Estate Development Report under a Consent Agenda; Commissioner Leonelli seconded the motion. All Board members present (Chair Bernal, Vice Chair Nguyen, Commissioners Akerlow, Johnson, Leonelli, Litvack, and Ramos) voted In Favor of Accepting the reports under a Consent Agenda; none opposed.
- Chair Bernal mentioned in our February Board meeting maybe we can spend a little more time on the financial reports; CEO Kimball replied we have a new CFO and that would be good.

CLOSED MEETING

- There was no Closed Meeting.

CEO Report

- CEO Kimball said she didn't add anything for a CEO Report as she will be speaking in the second half of the Board Retreat.

COMMISSIONERS' TIME

- Chair Bernal recognized Commissioner Ramos; asked her to speak on the PHADA Commissioners' Conference that was held earlier this month in Miami.
 - Commissioner Ramos: it was extremely emotional and pertinent to my role as a Commissioner in advocating for families. They presented a lot of information and made sure we understood all the financials and all of the policies. They stressed the importance of when Commissioners approve policies or Resolutions, your name is going on that end.
 - One of the keynote speakers talked about how civilly, we have a responsibility and there have been a few cases, where civilly, they went to jail for approving something. One of the other items we discussed is about Resident Commissioners forming a coalition of sorts; and to be able to understand and represent the needs of the residents. The major statements that most people were making was they'll be pressing the new administration for more local flexibility.
 - Chair Bernal: the other thing that happened was Commissioner Ramos and I were able to interact quite a bit with the commissioners and staff from the Salt Lake City Housing Authority who were also in attendance. We were able to go to some of the same sessions together; that was another positive, as we actually service the same community. If you look at the distribution of housing vouchers in the area, we have people in the city, and the city has people in the county, and we have a lot more in common than most people realize. I think that was also a good informal positive from that conference.
 - CEO Kimball continued, the beginning of every year they hold a conference specifically focused on commissioners and that's the one Chair Bernal and Commissioner Ramos just attended. As commissioners, we budget for you to attend. If there is something you want to attend, please let myself or Administrator Berry aware and we'll make sure we get you registered. Administrator Berry will add the conference dates to the Board minutes and the Board meetings going forward (Board Meeting 2025 Dates & Timelines.).
 - Chair Bernal: Now we have Other and CEO Kimball replied, we normally don't go over Other; it's mostly information.
 - CEO Kimball: You have a list of new employees and changes in positions since the last Board meeting; semi-annually, we do a training and development report.
 - You have a copy/outline of our properties; that will be in every Board packet going forward. And we have the calendar for this year's meetings, timelines, and conferences.
 - We also have an interactive, digital map.
 - IT Director Blackham: a map for the properties we're discussing. [Interactive Map of Housing Connect Properties](#) We thought it would be a good idea for the board to be able to see where our properties are located within Salt Lake County.
- Commissioner Nguyen: Happy experience. Amazing when you see it like that.

- The website is publicly available. You can look and view each image, some information about each of the properties, and then where it is located on the map to the right. One thing you will notice, there's little icons representing some of the amenities that are nearby. As part of our Social Determinants of Health (SDoH), we've been developing a map showing distances between our properties and some of these amenities so we can do a calculation and get a score based on how close we are to those amenities.

CEO Kimball: the interesting thing to look at is we're very north heavy in the county. I think a lot of our push is to look at other areas in the county. Part of the reason for that is when a lot of our properties came online through public housing, that's where the land was available to build and further south was mostly farmland and that sort of thing. And now those communities either have zoning issues or we just haven't been able to prioritize getting there. We do a good job of developing, but we are a bit challenged in securing. I think that's one of the things we could do better is figure out how to proactively secure land.

- New City Plaza: CEO Kimball: We're thinking of partnering with UHC and doing a legislative open house at NCP to educate the state lawmakers about state housing tax credits. We'll also do the normal celebration ribbon cutting. And have some units available to tour. We'll start working on that after today's retreat.
- Commissioner Litvack: You probably have seen it in the press; Salt Lake County acquired a property in Midvale; we will be relocating our main offices and campus, but not for a year or so. There are long-term development plans and opportunities that could present an opportunity for affordable housing. None of that has been determined yet at this point. It would be a financial benefit to the County to help offset this move in the cost and all of the other components, and we'll be thinking about it rather strategically, but also with the county's priorities in mind, of which housing is.
 - Commissioner Litvack: We're going to be remodeling quite extensively. But, just to make you aware of that and keep that in mind as we're working with our internal teams about how we're going to leverage that asset going forward. Commissioner Litvack was asked the new location. It's off of 7200 south. It was the former Overstock HQ. Salt Lake County owns the whole park. Maybe you want to do some housing out there? There are some great opportunities there.
 - There's the main building; outbuildings have clinics, a daycare center, a big greenhouse. We're contemplating a partnership with the USU Extension Services to grow fresh produce for our Meals on Wheels program. And we will be building a new library in the area. We have our entire public works group just to the north.

ADJOURN

- At 12:21 p.m., Chair Bernal asked for a motion to adjourn. Commissioner Nguyen motioned to adjourn. It was seconded by Commissioner Litvack and All Board members present (Chair Bernal, Vice Chair Nguyen, Commissioners Akerlow, Johnson, Leonelli, Litvack, and Ramos) voted In Favor of Adjournment; none opposed.
- Board of Commissioners meeting Adjourned.

Respectfully submitted by Executive Administrator Lori Berry.