HOUSING AUTHORITY OF SALT LAKE CITY
(HASLC)

REGULAR BOARD MEETING MINUTES
Housing Authority of Salt Lake City
1776 South West Temple
Monday, September 30, 2019
11:10 a.m. – 1:15 p.m.

The regular meeting of the Board of Commissioners of the Housing Authority of Salt Lake City was held from 11:10 a.m. – 1:15 p.m.

Commissioners in Attendance
Dave Mansell, Chair
Brenda Koga, Vice Chair
Palmer DePaulis, Commissioner
Cindy Gust-Jenson, Commissioner

Excused
David Litvack, Commissioner
Les Sparks, Commissioner

Guest
Phil Bernal, HAME and HDC Board Member

Staff in Attendance
Daniel Nackerman, Executive Director
Britnee Dabb, Deputy Director
Kim Wilford, Deputy Director
Zac Pau’u, Deputy Director
Mark Short, Finance Director
Charlene Owen, Administrative Assistant

Legal Counsel
Caitlin Benson, Gilmore & Bell
Chair Mansell convened the regular meeting of the Housing Authority of Salt Lake City (HASLC) at 11:10 a.m.

Roll Call of the Board Members present.

PUBLIC COMMENT

None

MOTION FOR APPROVAL OF THE HASLC COMMISSION MEETING MINUTES OF AUGUST 26, 2019

The Executive Director has provided each Commissioner with a copy of the written minutes of the August 26, 2019 Commission Meeting. The Commissioners acknowledged they had sufficient time to review these minutes.

Chair Mansell called for a motion.

Motion

Commissioner DePaulis moved to approve the HASLC Commission Meeting Minutes of August 26, 2019. Commissioner Koga seconded the motion. The motion passed unanimously with Commissioners DePaulis, Gust-Jenson, Koga, and Mansell voting in favor. There were no objections or abstentions.

CONTINUED ITEMS

none

NEW BUSINESS

A) APPROVE RESOLUTION #717-2019 Adopting the FY 2020 “Public Housing” budget and approving submittal to the U.S. Department of Housing and Urban Development

Daniel Nackerman, Executive Director and Mark Short, Finance Director

We have lots of budgets at the Housing Authority. What’s before you today is the Public Housing budget. This is the only budget we turn in to HUD to get approved or disapproved. We’re projecting a higher budget this year. Operating revenues are estimated to increase by $90,147 as compared to the FY 2019 projections. Operating expenses are projected to decrease by $150,753 as compared to FY 2019 projections.
The overall cash deficit for FY2020 is $184,209. There is detailed budget information in the board packet. A discussion ensued about the Public Housing conversion to RAD.

**Motion**

Commissioner DePaulis made a motion to approve **RESOLUTION #717-2019** Adopting the FY 2020 “Public Housing” budget and approving submittal to the U.S. Department of Housing and Urban Development. Commissioner Gust-Jenson seconded. The motion passed unanimously with Commissioners DePaulis, Gust-Jenson, Koga, and Mansell voting in favor. There were no objections or abstentions.

**B) APPROVE RESOLUTION #718-2019** approving execution of a revised Enhanced Land Use Lease Agreement between HASLC and the U.S. Department of Veteran Affairs (VA) with amendments to Exhibit F, the Occupancy and Tenant Selection Plan and Exhibit E, the Operations and Maintenance Plan for Valor House Apartments on the VA campus

Daniel Nackerman, Executive Director and Zac Pau’u, Director of Homeless Programs

We have been in negotiations with the VA for several months, working with the national VA. We’ve had the Secretary of the VA involved as well as the Executive Director of the VA and the Assistant to the Secretary. They have pressured the local VA in helping us revise two key documents: Exhibit F, the Occupancy and Tenant Selection Plan and Exhibit E, the Operations and Maintenance Plan for Valor House Apartments.

The original Tenant Selection Plan is included in the Board Packet; some of the key changes will assist in increasing occupancy. Currently there 50 of 72 units occupied.

There are discussions of selling the property to First Step House. We will have more information on that at our next board meeting.

**Motion**

Commissioner DePaulis made a motion to approve **RESOLUTION #718-2019** approving execution of a revised Enhanced Land Use Agreement between HASLC and the VA. Commissioner Koga seconded. The motion passed unanimously with Commissioners DePaulis, Gust-Jenson, Koga, and Mansell voting in favor. There were no objections or abstentions.
C) APPROVE RESOLUTION #719-2019 authorizing staff to take all actions necessary to submit a 4% application to the Private Activity Bond Authority for Private Equity Bonds to help finance the rehabilitation of the entire City Plaza housing complex.

Daniel Nackerman, Executive Director and Kim Wilford, Deputy Executive Director

Kim has taken the lead on this for months and we are in partnership with Housing Connect, which is the new name of the County Housing Authority who owns part of City Plaza. This property will be removed from Public Housing and enter into HUD’s relatively new Rental Assistance Demonstration program (RAD).

Housing Connect and HASLC staff have undertaken due diligence proceedings and will submit a 4% Private Equity Bond application with Utah Private Activity Bond Authority Program for an allocation to finance rehabilitation of all City Plaza buildings. Staff will request additional approvals from the board in the future as the project continues.

Housing Connect will take the visible lead of the redevelopment but as the structure is a 50/50 venture, both agencies will share in the application for the tax credit allocations. The County have passed a similar Resolution.

A discussion ensued about sources of funding and opportunities available.

Motion

Commissioner Koga moved to approve RESOLUTION #719-2019 authorizing staff to take all actions necessary to submit a 4% application to the Private Activity Bond Authority for Private Equity Bonds to help finance the rehabilitation of the entire City Plaza housing complex. Commissioner DePaulis seconded. The motion passed unanimously with Commissioners DePaulis, Gust-Jenson, Koga, and Mansell voting in favor. There were no objections or abstentions.

D) MOTION TO APPROVE changes to the Employment Contract of the Executive Director

Dave Mansell, Board Chair

We talked at the last meeting about some of the changes Dan has requested to the Executive Director contract and had some informal discussion around that.

The highlights of the original contract are:

(4) Year Contract extendable 4 more years one year at a time
Job Duties Clearly Defined
Consultant Opportunities outline
Salary and Benefits
Exit process defined

The Executive Director is now requesting a three-year extension which would have a new contract ending date of 6/29/2023.

Change in the consulting provisions that were in the original contract to 5-10 hours per week. This was also discussed at the last meeting and Chair Mansell indicated that he felt everyone was comfortable with the terms. A discussion ensued about the recording of hours. These hours would be capped at an average of 6 hours per week and at the personal time of Mr. Nackerman.

Salary and benefits. Chair Mansell recommended a 10% increase as of July 1, 2019 when annual agency merit increases started throughout HASLC. A discussion ensued about the salary study at HASLC. Executive Director Nackerman thought it was a fair and straightforward process.

A discussion ensued about salary of the previous Executive Director and that Dan was offered a lower salary upon his hire.

The Commissioners are pleased with the performance of the agency and the Executive Director.

Motion

Commissioner DePaulis moved to Approve Changes to the Employment Contract of the Executive Director. Commissioner Koga seconded. The motion passed unanimously with Commissioners DePaulis, Gust-Jenson, Koga, and Mansell voting in favor. There were no objections or abstentions.

E) RECEIVE INFORMATION regarding future approval of the “Agency Plan” and “Five Year Plan” for submittal to the U.S. Department of Housing and Urban Development (HUD)”

Kim Wilford, Deputy Executive Director

Kim distributed the draft copy of the Five Year Plan. The Five Year Draft Plan was posted on our web site; an advertisement was published in the local newspaper over the week-end of 9/21/2019 for a Public Notice of an Open Public Hearing to be held at the October 28, 2019 Board Meeting. The public comment period ends 11/5/2019.
The draft plan was distributed to the public on 9/24/2019; presented to the Resident Advisory Board (RAB) on 9/25/2019 and posted in common areas at all of our properties as well as the Housing Authority Front Desk.

This 2020-2024 Five Year Plan includes the categories of *PHA Summary and Availability of Information for the Plan*, *The Agency Mission for serving the needs of the families in the jurisdiction over the next five years, Goals and Objectives over the next five years, and a progress report of the previous Five Year Plan Goals and Objectives*. The plan also includes a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of victims of domestic violence, dating violence, sexual assault, or stalking. A statement on the criteria used for determination of a significant amendment to the Five Year Plan is required in addition to the minutes with comments submitted by the Resident Advisory Board (RAB) with a narrative analysis of the RAB recommendations and decisions.

No action is required at this time. The Final Annual Report will be provided at the October Board meeting for approval, pending public comments.

**F) PLAN** the October 2019 Commission Meeting at an alternate location (Sorenson Unity Center) and include a site tour of properties/programs

_Dave Mansell, Board Chair_

Because our board room will be under construction next month, we will need to meet off-site at the Sorenson Unity Center.

Chair Mansell said it would be beneficial for the Commissioners to see some of our properties, so we know how they’re doing, as well as the progress at some of our developing sites. There are many we could see.

We’ll need to have some time to discuss business as well and allow for public comment.

**COMMUNICATIONS**

**EXECUTIVE DIRECTOR REPORT**

- For the first time in several years, our VASH program (which houses previously homeless Vets) in a Section 8-like program (with added services) is fully utilized thanks to the efforts of Jackie Rojas and Kim Wilford. We also have to thank our Landlord Outreach Specialists for doing outreach.
• We are applying again for 9% tax credit funding for the Bookcliffs Lodge site. Blueline Development who is our partner on the project is taking the lead. The program for the new projects includes 55 units for seniors with marketing directed at the Native population and the LGBTQ communities.

• Britnee Dabb visited with several congressional members during her participation in the PHADA conference in Washington, D.C. A few of the congressional members want to have a field office meeting here about affordable housing.

• UHC was criticizing the operations of some of our tax credit projects. They went back to 2016-17 as part of an audit they were doing. Staff worked for 90 days to dig up old records. We now have full clearance of those audits.

• We are still concerned about the insurance rates for HASLC that are almost doubling due primarily to a loss caused by the Jefferson School Apartments fire in August.

• On a very positive budget note for all Housing Authorities, Congress recently enacted important legislation that averts sequestration, raises spending caps, and raises the debt limit ceiling for most federal funding including HUD funding. Budgets within the actions were for two years (2020-21) and will almost certainly increase HUD funding.

There was some discussion as to how we should thank our former Commissioner, Alfonsa Price. Recommendations included having a farewell lunch or a gift basket. Since Alfonsa’s transportation options are limited, it was agreed that we would send a nice gift basket to thank her for her service.

There was an article regarding Affordable Housing in The Salt Lake Tribune that featured Dan and the proposed Bookcliffs Lodge site. This was a blighted area when we bought the property. There has been some crime in the area, including squatters, trespassers, and people dumping trash. We have encouraged the neighbors to call us so we can do some re-boarding of the property. We have erected a fence to help secure the property. We cut the weeds back. While it might be visually unpleasant, we don’t believe that this a crime haven.

The Ball Park area is a place where a lot of people hang out, even after the baseball season has ended. There is a lot of blight in the neighborhood.

We want to point out that we did purchase the property in 2017. We had planned on developing it sooner but did not receive the tax credits. Also, that we are a high quality developer. There are a lot of our properties on West Temple that have been successful. We are applying for tax credits again in October; we are hoping to develop this property next spring. It would be 55 units, all seniors.
Britnee Dabb reminded everyone that the Housing Authority of Salt Lake City will be presented with awards at the National NAHRO Conference in San Antonio, TX, in October. Daniel Nackerman, Board Chair Dave Mansell, and HAME Board Member Phil Bernal will be in attendance to accept the awards.

**Motion**

Commissioner DePaulis made a motion to adjourn the Housing Authority Meeting. Commissioner Gust-Jenson seconded the motion. The motion passed unanimously with Commissioners DePaulis, Gust-Jenson, Koga, and Mansell voting in favor. There were no objections or abstentions.

The Housing Authority Meeting adjourned at 1:15 p.m.

Dave Mansell, Board Chair

Daniel Nackerman, Executive Director