

HOUSING AUTHORITY OF SALT LAKE CITY
ANNUAL BOARD MEETING MINUTES

Housing Authority of Salt Lake City
1776 South West Temple
Monday, January 30, 2017
11:00 a.m. – 2:00 p.m.

A meeting of the Board of Commissioners of the Housing Authority of Salt Lake City was held from 11:00 a.m. – 2:00 p.m.

Board Members in Attendance

Philip Bernal, Board Chair
Palmer DePaulis, Vice Chair
Cindy Gust-Jenson, Commissioner
Dave Mansell, Commissioner
Alfonsa Price, Commissioner

Absent

David Litvack, Commissioner

Staff in Attendance

Daniel Nackerman, Executive Director
Kim Wilford, Director of Operations
Robyn Cordova, Director of Finance
Britnee Dabb, HR Director
Joe Post, Director, Real Estate Development
Zac Pau'u, Director of Homeless Programs
Charlene Owen, Administrative Assistant

Legal Counsel in Attendance

Ryan Warburton, Gilmore-Bell

Chair Bernal convened the open meeting of the Housing Authority of Salt Lake City.

Election of Officers for 2017

Chair Bernal stated that in our bylaws, we are to have elections at the annual meeting in January for the Chair and Vice Chair positions. The Chairperson and the Vice-Chairperson shall hold office for a term of one year, or until their successors are elected and qualified. A discussion ensued.

Motion for Election of Officers

Commissioner Gust-Jenson moved to elect Commissioner Palmer DePaulis as Board Chair and Commissioner David Mansell as Board Vice-Chair for 2017. Commissioner Price seconded the motion. The motion passed unanimously with Commissioners Bernal, Gust-Jenson, Mansell, and Price voting in favor. There were no objections or abstentions.

Motion for Approval of the HASLC Open Meeting Minutes of November 28, 2016

Due to an administrative error, the board packet materials were not distributed electronically to the Board prior to this meeting. Therefore, the Board did not have sufficient time to review the minutes and the motion for approval will be postponed until the February 27th Board meeting.

Public Comment

There was no Public Comment.

New Business

Presentation: Methamphetamine Overview

At the last board meeting (November 28, 2016) during a discussion on crime policies, the Commissioners asked for information about methamphetamine use and production, particularly in Housing Authority properties and the damage inflicted on those apartment units. We invited **Reese Openshaw** from Germ Champs and **Dr. Michael Dusoe** from A/D Psychotherapy and Clinical Counseling to present to us on methamphetamine production and clean up; use, rehabilitation and relapse issues.

Presentation and Committee Formation: Crime Policies – *Kim Wilford, Operations Director and Daniel Nackerman, Executive Director*

We've been working on crime policies at the Housing Authority and how these policies need an "overhaul". This subject is so comprehensive and has been changing a lot, even in the last few months, that it was important to give the Board some proposed policy changes. There's a lot of complex information; today we are just scratching the surface. The main two elements of these issues are screening, which are background checks, and

evictions or terminations which have a similar meaning in our world. If they have public housing we evict for crime; if they have Section 8 housing assistance, we terminate their assistance. In 1996, as part of the national crime bill, it stated that housing authorities have more rights as landlords and the “One Strike, You’re Out” policy was developed. Since 2002 those One Strike policies have been dialed down and refined. In April of 2016, the HUD General Counsel issued some guidelines on crime policies that were dramatically different, mainly:

Quit relying on arrests and rely more on convictions
Patterns of arrests that have to do with ethnicity and race

Our guiding policies on crime policies are:

Agency plan that we submit to HUD once a year that includes input from the community
Administrative Plan that guides Section 8
ACOP (Admissions and Continued Occupancy Policy)

HUD has some mandatory requirements that exclude individuals from housing:

The manufacture of meth use on a federal site and lifetime sex offender registrants
There is also a 3-year ban if a person was convicted of a crime at another property

The Housing Authority currently utilizes background checks with a company called BCI (Bureau of Criminal Investigation) on potential residents.

We periodically conduct hearings, with Section 8 staff conducting.

We are going to recommend some policy options and changes at the next Board meeting.

Chair Bernal asked that we notify Utah NAHRO that we are making changes to the Housing Authority Crime Policy.

The “City Housing Authority Urban Indian Initiative”

Dan introduced Anthony Guzman, Executive Director of the Urban Indian Center of Salt Lake. He delivered a presentation on a potential new housing development project known as “Book Cliffs Lodge” near West Temple Street and Paxton Avenue in Salt Lake City. The project was formulated through a 6 month training process in Salt Lake for permanent supportive housing development sponsored by the Utah Housing and Community Development Dept., American Express, and the Enterprise Foundation. The concept at this stage is for 40-50 new apartments combined with extensive services and service space including a health clinic. There will also be 60-80 parking spaces. This potential project is within the newly planned “Redevelopment Project Area” of the city and therefore would be very eligible for resource support.

The Housing Authority became interested in this concept due to the following:

- Tribal needs for housing in the area are clearly unmet
- Local leadership by the Urban Indian Center is strong
- Unusual sources of funding are available for this project
- The holistic approach of housing with full services and support leads to high rates of success and life improvement
- There is a clear and exciting “mission-match” between the organizations involved
- HASLC is already a major landlord in the specific conceptual site area.

Urban Indian Center would provide the services; HASLC will provide the development. We will discuss related real estate activities in a subsequent Closed Session.

Approving Assignment of General Counsel Legal Services Between Firms

Ballard Spahr has been HASLC’s general counsel since April 2013. All of the key members handling housing issues at Ballard Spahr have transferred to another public finance-oriented firm, Gilmore Bell, including our attorney Ryan Warburton. The existing contract with Ballard Spahr expires April 2017. We will need to either renew with Ballard Spahr or sign with Gilmore Bell and receive the same representation. Gilmore Bell has a specialty in housing issues. We are requesting approval of assignment of general legal services from Ballard Spahr to Gilmore and Bell.

Ballard Spahr currently holds the files of HASLC matters and Ryan is unable to proceed on any of our material until we vote to transfer our services to Gilmore Bell.

Commissioner DePaulis stated that we don’t want to leave ourselves vulnerable without legal representation until they can study the proposal.

Motion

Commissioner Mansell moved to authorize Gilmore Bell as our general counsel until our current contract expires April 2017 at which time we will re-visit the re-assignment of legal services from Ballard Spahr to Gilmore Bell. We are also authorizing the Executive Director to sign the 12/13/16 letter instructing Ballard Spahr to transfer the 26 specific finance matters to Gilmore and Bell. Commissioner Price seconded the motion. The motion passed unanimously with Commissioners Bernal, DePaulis, Gust-Jenson, Mansell, and Price voting in favor. There were no objections or abstentions.

Policy Direction Consider Support for Change to State 78B-6

The Utah Apartment Association has asked four Housing Authorities to weigh in on some minor changes to the unlawful detainers (evictions) language that exist in state laws. If these changes go through, evictions will be handled slightly faster; it subtracts a few days from the eviction process. It is essentially fine tuning of the eviction process. Discussion ensued about the attached changes and our attorney will review the proposed changes in the language and present to us at the next board meeting.

Resolution #510-2017: Recommending a Single Authority for Managing the City Plaza Public Housing Complex

The Housing Authority of Salt Lake City and the Housing Authority of the County of Salt Lake jointly own and manage, as HUD Public Housing, the 300 unit senior housing property known as City Plaza. The operations and reporting resulting from joint ownership and management often causes duplicity and confusion. After extensive discussions between staff and commissioners of both agencies, the entities believe it is in the best interest of the resident customers and the goals of economic efficiency of operations to reduce or eliminate any duplicity or confusion to have one entity manage it. We've been meeting with the County Housing Authority on several occasions to review the management of the property. The County Housing Authority Board will have to adopt a similar resolution.

The Executive Director has been studying this and according to the original ACC in 1984 somebody decided that these properties should be jointly managed.

We've been working with the county to re-develop this property whether that means major renovation or bringing in a development partner. We are trying to figure out a solution for a better future for that site. Joe Post has recently been assigned to this project.

Motion

Commissioner Mansell moved to approve the Resolution #510-2017 Recommendation for a Single Authority to Manage the City Plaza Public Housing Complex.

Commissioner DePaulis seconded the motion. The motion passed unanimously with Commissioners Bernal, Gust-Jenson, Mansell and Price voting in favor. There were no objections or abstentions.

Unfinished Business

Ratification of Canceled Regular Meeting in December 2016.

The minutes say the Board decided not to meet but there was no formal vote taken. All voted to cancel the December 2016 meeting.

2017 Meeting Schedule

A schedule of 2017 Board Meetings has been presented to the Board and is included in the Board packets.

Motion

Commissioner Price moved to approve the 2017 Board Meeting Schedule. Commissioner DePaulis seconded the motion. The motion passed unanimously with Commissioners Bernal, Gust-Jenson, Mansell and Price voting in favor. There were no objections or abstentions.

Holiday Office Closure

A schedule of the 2017 Holiday Schedule for the Housing Authority of Salt Lake City has been presented to the Board and is included in the Board packets.

Motion

Commissioner DePaulis moved to approve the 2017 HASLC Holiday Schedule. Commissioner Mansell seconded the motion. The motion passed unanimously with Commissioners Bernal, Gust-Jenson, Mansell and Price voting in favor. There were no objections or abstentions.

Executive Director's Report

We have a new website that was launched. We have an outside company "Webnovated" and the costs are approximately \$8,000 with a \$99 monthly fee.

We received a \$10,000 donation from Morgan Stanley to help purchase equipment for disabled persons.

We have a new 15-passenger van that was donated by several charitable organizations, including the Fraternal Order of Eagles, for our veteran housing site(s).

All applications for Continuum of Care funding were successful. Last year they were not funded and HASLC had to add significant funds from reserves.

Special funding for Family Initiatives was received from the Salt Lake City Rotary Club for families within our “Family Self Sufficiency” program at approximately \$250 per household. The funds can be utilized one time each for transportation, unplanned expenses, and emergency needs.

HASLC has launched a new modern logo.

After a competitive process, the basic existing payroll system is being upgraded through a different company and system known as “Paylocity”. The rollover to the new system occurs April 7, 2017.

Cowboy Properties Funding Unsuccessful. We were working on a development project downtown. It failed to qualify for the 9% Low Income Housing Tax Credit funding.

Senior Leadership was recently reorganized. Senior staff were assigned new job titles more appropriately reflecting the housing authority “industry” as well as the job duties themselves. In most cases the label *Director* was added. The only increase in salary along with the title change was the Director of Section 8.

For the first time in several years all Veterans housing sites are full. A lot of the credit goes to Zac Pau’u, Director of Homeless Programs and his staff and Kim Wilford, Director of Operations and her staff.

The Shelter Plus Care program is fully utilized. This is a program that houses homeless persons with disabilities.

After months of negotiation efforts to install Google Fiber on properties have stalled. The contract elements required by Google were not in the best interest of HASLC.

A background study was completed documenting the formal relationship and legal requirements between Salt Lake City and the Housing Authority.

We had to say no to our architect. They wanted some tax credits for themselves for the 9th East Lofts and Taylor Gardens.

Taylor Gardens or Springs will be the site for the announcement of the Mayor’s Housing Plan launch. We are having a meeting regarding this next week.

The VA cancelled a nationwide Grant Per Diem program. They are going to have everybody reapply.

Dan also highlighted the following staff reports:

9th Street Lofts is going very well. We don't have a lot of change orders. We'll be moving people in there late February or early March. Commissioner Price asked if there were any architectural changes made, such as square footage changes. Joe Post responded that there has been no change. Commissioner Price also asked if there were washers and dryers in the units and Joe responded that every unit has a washer and dryer.

Balcony Repair Project at City Plaza. The requests for proposals were advertised in the local news media the weekend of January 10, 2017. A complete set of bid documents, plans and specifications are available for potential contractors to pick up through February 9th. Bids are due from prospective contractors February 9th.

Dan referred to Britnee Dabb's Outreach Report and Training and Education Report.

Chair Bernal does have some New Year's resolutions for us, including:

Possible committee to look at the bylaws

Upcoming NAHRO conferences. Schedules of upcoming meetings were distributed to the Board (*list all the conferences and dates*)

Due to the shortage time, it was decided to not go into a Closed Session.

Chair Bernal asked for 2-3 commissioners to work with him and Dan on reviewing the bylaws of HASLC.

We also need a committee to review the crime policies. Commissioners DePaulis and Mansell will serve on that committee.

Chair Bernal assigned himself and Commissioner Gust-Jenson to the Bylaws Committee.

Commissioner Price asked that Chair Bernal say a few words regarding his retirement as Chair of the Board. Chair Bernal thanked everyone for their support.

Adjourn HASLC Meeting

Motion

Chair Bernal made a motion to adjourn the HASLC Open Meeting. Commissioner Gust-Jenson seconded the motion. The motion passed unanimously with Commissioners Bernal, Gust-Jenson, Mansell, and Price voting in favor. There were no objections or abstentions.

OPEN MEETING MINUTES

HASLC

January 30, 2017

Meeting adjourned at 2:15 p.m.

Palmer DePaulis, Board Chair

Daniel Nackerman, Executive Director