

HOUSING TRUST FUND ADVISORY BOARD

Meeting of November 16, 2017

The following board members were in attendance: Irena Edwards, Amy Rowland, Marilyn Pearson, Robert Rendon, David Smoot and Todd Erskine. Staff members in attendance were Melissa Jensen, Director of Housing & Neighborhood Development; Lily Gray, Deputy Director, Housing & Neighborhood Development; Jennifer Schumann, Housing Program Manager, Housing & Neighborhood Development; Emily Strong, Housing Program Development Specialist, Housing & Neighborhood Development; and Kalli Ruiz, Office Facilitator, Housing & Neighborhood Development.

Also in attendance were Kimberly Chytraus, Salt Lake City Senior Attorney; Tony Milner and Patrice Dickson of Utah Community Action; Mike Akerlow and Earl Stephenson of Community Development Corporation of Utah; Michelle Eining and Dee Norton of the Road Home; Brad Clemens of the Housing Authority of the County of Salt Lake; and Jared Hafen of the Utah AIDS Foundation.

Irena Edwards was Acting Chairperson and called the meeting to order at 11:36a.m.

Welcome

Chair Edwards welcomed everyone in attendance.

Introduction of Chair and Vice Chair

Ms. Lily Gray announced that Ms. Irena Edwards would be the new Chair, and that Ms. Ali Oliver had accepted the Vice-Chair position.

Open Meetings Training

Ms. Kimberly Chytraus provided the Board with the necessary Open Meetings Training that Salt Lake City requires its Board members receive each year.

Approval of the minutes from the September 28, 2017 meeting

Chair Edwards asked if there were any amendments or corrections to the September 28th meeting minutes. Ms. Marilyn Pearson stated that her last name needed correction from Peterson to Pearson. Ms. Amy Rowland motioned to approve the September 28th minutes. Mr. Todd Erskine seconded the motion. All voted "Aye." September 28th meeting minutes were approved.

Review and Presentation of HOME & Housing Opportunities for People with AIDS grants

Ms. Emily Strong gave a short overview of the Federal Affordable Housing Funds, and introduced the applicants that would be coming before the Board.

Mr. Robert Rendon notified the Board members that he is also on the Board for Utah Community Action (UCA).

HOME Applications

Ms. Patrice Dickson and Mr. Tony Milner of Utah Community Action presented their funding needs for the UCA Programs and detailed what the funds would be used toward.

Ms. Amy Rowland asked if the funding would likely be spent for the same amount of households that it had been in the prior year or if they felt this additional funding would help more households. Mr. Tony

Milner said that they have hope that it will fund more households, but that the amount of households from the prior year is what the request was based on.

Mr. Michael Akerlow and Mr. Earl Stephenson of Community Development Corporation of Utah (CDC) presented their funding needs for the coming year. Mr. Akerlow stated that the request for an increase in funding was calculated in order to provide more families with assistance or larger down payment amounts to the same amount of families served in years past.

Ms. Michelle Eining and Mr. Dee Norton of the Road Home presented the Board with an overview of the funding needs for the Road Home Rapid Rehousing Program. They provided the averages of those helped in prior years.

Lastly, Ms. Emily Strong stated that there is an application for \$795,000 for the HOME Development Fund to use as the gap funding of shovel ready projects requested by Salt Lake City Housing and Neighborhood Development. She added that this is the pilot year for this program.

Ms. Amy Rowland asked if the HOME Development Funds could be used on top of the HTF funding. Ms. Strong replied that it could be.

Ms. Jennifer Schumann stated that the available funds for the HOME program are approximately 1.3 million, and enough to fund each of the applicants at the requested amounts. She noted that the Board has the discretion to adjust how the funding is allocated.

Ms. Marilyn Pearson stated she would not vote on either the UCA applications due to personal reasons.

Ms. Amy Rowland advised that if an adjustment to funding becomes necessary it would be best to take it out of the HOME Development Fund for Gap Financing requested by Housing and Neighborhood Development versus making commitments to the applicants and then have to renegotiate.

Ms. Amy Rowland made a motion to fund each of the applicants at their requested application amounts, and use the HOME Development Fund as the lever either up or down dependent on actual funding allocation. Mr. Robert Rendon seconded. All voted "Aye" and the motion passed.

HOPWA Applications

Mr. Brad Clemens of the Housing Authority of the County of Salt Lake presented the funding needs for their tenant rental assistance program and staff support. Ms. Amy Rowland asked if any vouchers could be used on the Housing Authorities Properties. Mr. Clemens replied, yes.

Mr. Tony Milner of Utah Community Action (UCA) presented the request for HOPWA funds. Ms. Irena Edwards asked if UCA receives any of the deposit money back from its clients. Mr. Milner stated that was correct.

Mr. Jared Hafen of the Utah AIDS Foundation (UAF) presented the request for HOPWA funds to help with case management and supportive services. Ms. Melissa Jensen stated that the prior year was the first that UAF received funding. She asked if all the funds would be spent. Mr. Hafen said that the funds would definitely be spent.

Ms. Jennifer Schumann excused the applicants. After which she explained to the Board that this is funding through HUD for persons with AIDS and HIV, and that there have not been any significant changes with the regulations for funding since the early 1990's. Ms. Schumann noted that this past August 2017, HUD announced that they will be restructuring how funding is allocated in hopes to truly see an end to the AIDS epidemic, and that the staff of Housing and Neighborhood Development looks forward to being a part of those conversations.

Ms. Jennifer Schumann stated that the Board would see some requested administration funding, and that those funds are used to sustain those who administer these types of funding.

Ms. Jennifer Schumann said that the estimated HOPWA funding is \$484,015, and enough to cover each of the application requests at the requested amounts. She asked if the Board felt comfortable funding each of the applicant requests as they had been submitted.

Ms. Irena Edwards asked about UCA's request of \$118,000 for salaries and operational support. Ms. Emily Strong stated that they can use a small amount for administrative, but the majority is going to operational support. Ms. Amy Rowland said that it looked as if there may just be some errors on their application. Ms. Jennifer Schumann noted that she will reach out to get the necessary updates and corrections for the UCA application.

Ms. Jennifer Schumann asked what the Board would like to do if the available funding were to be increased or decreased. Ms. Irena Edwards suggested doing a percentage based change across all applications. Ms. Melissa Jensen noted that the UAF application for HOPWA funds was at the minimum \$30,000 amount and could not be decreased by any percentage. Ms. Schumann proposed that UAF stay at the \$30,000 minimum, and that no adjustments be made to the Housing Authority of the County of Salt Lake, but that any necessary adjustments be made to the application amount submitted by Utah Community Action because its program is the most scalable of the agencies.

Mr. David Smoot made a motion to fund each of the applicants at their requested application amounts, and use the Utah Community Action submission for any adjustments, either up or down, dependent on the actual funding allocated. Ms. Amy Rowland seconded. All voted "Aye" and the motion passed.

Other Business

Ms. Melissa Jensen updated the Board on the Housing and Neighborhood Development Division's upcoming Council presentation concerning the possible \$21 million in funds from the Redevelopment Agency of Salt Lake City (RDA). She also gave a brief update on the status of the Blue Ribbon Commission (BRC), and stated that the Council's preference is to use the standard City processes for development purposes.

There being no further business, the meeting adjourned at 12:57p.m.

Minutes approved Thursday, December 21, 2017