

MINUTES  
FROM THE  
HOUSING TRUST FUND  
BOARD MEETING (HTF)  
Wednesday, December 4, 2019  
451 South State Street, Room 126  
City & County Building  
Salt Lake City, Utah  
*11:15 a.m.*

<b>1. <u>Board Members</u></b>	<b>Board Members Not Present</b>
Ali Oliver	Amy Rowland
David Smoot	Ryan Parker
Edward Makowski	Sean Umpig
Matt Pauly	
Paul Cherecwich	
Robert Rendon	

**Staff Present**

Kimberly Chytraus Attorney's Office  
Jennifer Schumann, HAND  
Elaine Wiseman, HAND  
Barb Moreno, HAND  
Dillon Hase, HAND  
Kat Vuong, HAND

**2. Staff Updates**

There were no updates by staff

**3. Approval of the minutes**

There were no minutes to approve

**4. Business**

**A. Welcome**

Ms. Oliver welcomed the Board and opened the meeting at 11:22 AM.

**B. Annual Open Meetings Training with Legal**

Ms. Kimberly Chytraus provided Open Meetings Training to the HTF Board Members. She explained the requirements of following the procedures for public notification of meetings held by any City Board.

**C. Presentation of 20-21 HOME & HOPWA Applications**

**a. HOME**

**i. 1500 Temple 4, LLC Brinshore Development**

Ms. Wiseman introduced Whitney Wellar from Brinshore Development, an application for new construction of multifamily housing. Brinshore Development is requesting \$1 million dollars. Ms. Wellar explained that the project was an RFP from the RDA. It is a 200 unit development and because of the limitations on 9% tax credits, the application is for the component that is a 4% low income household tax

credits which consists of 150 units of mixed income both affordable and market rate. They are looking to serve a range of AMIs from 20%- 80%. The overall cost of the development is \$61 million and \$46 million of that is associated with the 4% application submitted. Ms. Wellar stated that they are working with the Housing Authority of Salt Lake City who is providing 50 project based vouchers to help the lower 20-30% AMI units. Mr. Cherecwich asked what Brinshore Development's experience and success rate in raising the private equity funds is. Ms. Wellar stated they just went through this process on the 255 S. State St project and did very well. They asked for funding from the County, HAND, and Olene Walker Housing Loan Fund. They were able to secure all the funds that were requested and required to make the project feasible. Because the two projects are similar in size, development costs, and AMI's served, Ms. Wellar believes that the project will be very successful. Based on the score, Ms. Oliver asked the Staff if they could help the Board understand why this project performed relatively low compared to the other projects. Ms. Schumann explained that the application scored lower due to the timing of the project. Ms. Oliver asked what the amount allocated to the HOME fund last year. Ms. Schumann said the total grand awarded last year was \$885,000. This year will be about \$1.5 million.

ii. Community Development Corporation of Utah

Bryan Nava presented the proposal for a down payment assistant program which is one of the most successful programs at their agency. Mr. Nava gave the Board an overview of loan ranges and the positive effects on homebuyer's financial stability. Ms. Oliver stated that she noticed CDCU was awarded funds from Taylorsville City for a similar type program and they were unable to utilize all the funds because of the lack of affordable housing in Taylorsville. Mr. Nava explained that is has been difficult for people to purchase and there is a lack demand of applications. They have been awarding an average of 5-6 grants per year in Taylorsville. Mr. Smoot asked if the funds that Salt Lake City gives are geographically limited to Salt Lake City. Mr. Nava confirmed they are limited to Salt Lake City.

iii. Housing Authority of Salt Lake City

Mr. Zac Pau'u presented the proposal for the assistance in financing the acquisition of the Gateway Inn. They are looking to acquire the site and turn it into a Single Room Occupancy (SRO) location to assist with the overcrowding of the new resource centers. Mr. Pau'u explained that this will provide 56 units of single room occupancy housing to individuals at or below 30% AMI. He stated that the rent structure they are looking at is about \$250-\$400 per month for the units. Mr. Pau'u explained they are currently in negotiations and have an offer in. They have private financing of about \$3.2 million. He explained that this ask is for another \$500,000 they have another \$1 million request with CDBG. They are casting a wide net because the more money they can get from grant funding, the less private financing they will have which will make it more feasible to stay as a true SRO property. Mr. Pauly asked what the total cost of renovation was. Mr. Pau stated they are estimating \$500,000 but will not know for sure until they get into the due diligence phase. Mr. Cherecwich asked if the existing units have kitchens. Mr. Pau'u explained that since it will be an SRO, there will be shared amenities so the community space will have a community kitchen. Mr. Makowski asked if the hotel was occupied. Mr. Pau'u explained that the hotel is occupied and that they will work with tenants to find appropriate housing. There was a Board discussion on the applicants scoring.

iv. The Road Home

Jeniece Olson and Kevin Austin presented the proposal for the Road Home's Rapid-Rehousing Program. They are asking for \$200,000 and are hoping to serve approximately 57 households with the funding with the cost per household about \$3,500. The funding will support deposit assistance and short-term rental assistance. Mr. Austin explained that this funding source will be used specifically for families as rapid re-housing to provide deposit assistance, ongoing rental assistance, utilizing a progressive engagement model. They anticipate serving about 57 households and monthly they can support up to 30 households on this program that are living within Salt Lake City limits. Ms. Olson stated that every housing is provided with light touch case management that's focused on housing stability.

v. Utah Community Action

Mr. Rendon informed the Board that he is on the Utah Community Action Board. Sahil Oberoi explained

that the UCA provides holistic case management services to further stabilize and empower clients to establish self-sufficiency. They get about 350 calls a month from residents looking for assistance. Last year they were able to serve 55 individuals using \$70,000 of HOME funding and are planning on doing the exact same thing this year with the \$70,000 requested.

vi. HOME Administration

Ms. Schumann explained that the HOME administration application is for the Staff to administer the funds. By regulation it is 10% of the grant award and asked the Board to support that action.

vii. HOME Development Fund

Ms. Schumann gave a brief overview of the HOME development fund created by Housing & Neighborhood Development. Not only can the HOME Development Fund be utilized by developers, it can also finance mortgages to support low income families. Ms. Oliver ask what the allocation of 7 units in the 60%-80% AMI served was based on. Ms. Schumann explained that over the last 3 years they were able to fund a variety of short-term and long-term projects. The 60%-80% AMI is an estimation of what was received each year over the last three years.

Ms. Schumann stated she is looking to the Board to provide a funding recommendation to move forward to the Mayor for the HOME program. Ms. Schumann asked the Board for a separate motion to state any recommendations to the Mayor and City Council should we receive more funding and a separate motion for if we receive less funding. Ms. Schumann stated that \$1.56 million is what is available to spend and the total applications comes to \$3,058,507.00. There was a discussion about funding the top 4 scoring applicants. The top 4 scoring applicants were the Community Development Corporation of Utah, The Road Home, Utah Community Action, and the HOME Development Fund. Ms. Oliver looked to the Board to make a motion to support what Ms. Schumann put in the Log. Mr. Pauly moved the motion. Mr. Makowski seconded the motion. The motion carried unanimously. Mr. Smoot made a motion that if there was any reduction it would come out of the HOME development fund leaving the others in place, fully funded. Mr. Pauly seconded the motion. The motion carried unanimously. If there is an increase in funding, Mr. Pauly moved to put the increase funding into the HOME Development Fund. Mr. Makowski seconded the motion. The motion carried unanimously.

b. HOPWA

i. Utah Community Action

Ms. Wiseman introduced Sahil Oberoi to present for UCA who is applying for HOPWA case management. She stated that UCA is asking for \$162,044. Mr. Oberoi explained that HOPWA offers holistic case management similarly to HOME. The main difference is how they get referrals. UCA works with several homeless service providers once a week to identify individuals that may need assistance and case manage them. Last year UCA worked with 62 households comprising of 142 individuals and anticipate serving 65 households.

ii. Housing Connect

Mr. Zach Bale presented the proposal for housing placement and rental assistance for HOPWA eligible households and staff salary and benefits to support program operation. They currently have 57 units on the waitlist. Mr. Oliver asked what proportion of the funding they anticipate is going to the waitlist and how much is sustaining the existing population. Mr. Bale explained that they requested an increase because of the waitlist. At the time they applied there were 57 units and currently anticipate 55 units.

iii. Utah Aids Foundation

Ms. Taylor Codel presented the proposal for \$30,000 in salary support to provide housing case management and supportive services for people affected by HIV aids.

iv. HOPWA Administration

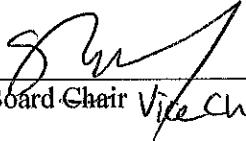
Ms. Schumann presented the application for HOPWA administrative funding, which supports Salt Lake City staff in administering HOPWA funding.

Mr. Smoot made a motion that the Board fully fund Utah Community Action, fully fund Utah Aids Foundation, fully fund HOPWA administration, and then the remaining balance will go to Housing Connect. Mr. Makowski seconded the motion. Mr. Rendon abstained due to being on the UCA Board. The motion carried anonymously. Mr. Cherecwich made a motion that if the funding increases the funds will go back to Housing Connect. Mr. Makowski seconded the motion. The motion carried unanimously. Mr. Cherecwich made a motion that if there is a reduction, it will go against Utah Community Action. Mr. Makowski seconded the motion. The motion carried on unanimously.

D. Other Business

**5. Adjournment**

There being no further business. The meeting was adjourned at 1:03 P.M.



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HTF Board Chair Vice Chair

This document along with the digital recording constitute the official minutes of the HTF Board meeting held December 04, 2019.