

MINUTES OF A REGULAR MEETING OF
LAWRENCE-DOUGLAS COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING

March 25, 2019
5:30 p.m.

Babcock Place
Meal Site

1. Call of Roll

Vice Chair Duran called the meeting to order at 5:31 pm. Upon call of roll, the following Commissioners responded present:

Jamie Davison
Maria Duran
Walter Meyer, Jr.
Ellen Paulsen

Chair Powers was absent by prior arrangement. Also present were members of the public Pat Benabe and Dava Spohn, and LDCHA staff members Beverly Hyatt, Ruth Lichtwardt, and Shannon Oury.

2. Approve Minutes of February 25, 2019 Board of Commissioners Meeting

Commissioner Paulsen moved to accept the Minutes as presented. Commissioner Davison seconded. The motion passed unanimously.

3. Receive Comments from Tenants and Public

There were no comments.

4. CONSENT AGENDA

- A. Receive February 2019 Public Housing Financial Report
- B. Receive February 2019 Clinton Place Financial Report
- C. Receive February 2019 Section 8 / VASH Program Report

Commissioner Paulsen moved to accept the Consent Agenda as presented. Commissioner Davison seconded. The motion passed unanimously.

5. REGULAR AGENDA

A. Executive Director's Report

Executive Director Oury reported that the agency received a 2018 PHAS score of 91 which continues LDCHA's High Performer status, although the agency's MTW designation means the PHAS score is not evaluated by HUD. This score is slightly higher than the 90 received for 2017. The score incorporates the last REAC inspections of Babcock and Edgewood. She discussed points which are being lost due to tenant account receivables being too high as compared to total tenant revenue. This creates a dilemma for the agency because policy dictates that tenants be charged for late fees and for damages caused by them, but when the charges are not paid it counts against the PHAS score. The agency writes off accounts that are likely uncollectable but cannot write off charges owed by current tenants.

Ms. Oury informed the Board that the 2018 MTW Annual Report is due March 30, and pointed out the pages where some of the best information is found. The format is prescribed by HUD so some of the best information is somewhat hidden near the end of the report. She pointed out several of the successes conveyed there and mentioned that there have been 93 households that have bought a house since the start of the homeownership program. Staff expects that the number of homeowners will reach 100 in 2019.

The HOPE program grant was renewed for 2019. Ms. Oury gave a synopsis of the program and the residents it serves, and explained that the case manager who was overseeing the program resigned but the General Housing Director has been managing this program.

April is Fair Housing Month, and the Douglas County Community Foundation is planning three community conversations around housing issues. On the evening of April 24, one of the conversations will be on homelessness and affordable housing and LDCHA will have a table display on fair housing in partnership with the Health Department and the City. RSO Director Heather McNeive will participate in the panel discussion. Ms. Oury mentioned that the City had a fair housing ordinance two years before the federal government passed the Fair Housing Act.

Ms. Oury said that Pat Benabe has been instrumental in helping form the new Edgewood Tenant Council (ETC). The goal of the ETC is to produce a list of items to bring to management's attention. The meetings are being held at a variety of times to make it easier for residents to find a time they can attend.

Ms. Oury informed the Board that the reason the ROSS grant was denied was due to the omission of an 11-digit PIC number on an application form. Although this did not seem to be a "non-curable deficiency," HUD denied the agency's appeal. However, a contact at HUD has encouraged LDCHA to reapply because there is extra funding from the last grant cycle. He also spoke highly of the narration and ideas proposed by Ms. McNeive. Staff is optimistic that that the next application will be successful.

Ms. Oury attended the Community Development Advisory Committee meetings to present information on LDCHA's Transitional Housing program. LDCHA submitted its application in December and staff will continue to attend the meetings as necessary to support the agency's applications. Ms. Oury gave a synopsis of the homeless program which it funds.

Additionally, the Community Development Advisory Committee is also recommending approval of \$25,000 CDBG funding for the ConnectHomeUSA program which has previously been discussed with the Board. Staff will keep the Board updated on the progress. There was a previous ConnectHomeUSA grant reported on last month which purchased computers and equipment for some residents.

Ms. Oury provided an update on the Public Housing 2012 Operating Reserve Offset Litigation in which the agency is taking part. She gave the background of the funding disparity that led to the first successful lawsuit, in which LDCHA did not take part. If successful, the damage amount of the current lawsuit would be \$159,640. These funds would be returned from the US Treasury, not HUD, and would be unencumbered so could be used for things like acquiring more affordable units.

Ms. Oury outlined an agreement being negotiated with the City pending Board approval, for LDCHA staff to perform the income eligibility checks on possible tenants of privately developed affordable housing units. This is the same sort of eligibility check which agency staff routinely does for its own applicants, and the City will be charged a flat fee for each. The fees will be deposited into the DCHI account to be used for developing more affordable units. She described what the process would be and issues that the City needs to consider. The Board expressed its approval.

In answer to questions from Commissioner Meyer, Ms. Oury provided an update on the archaeological survey which will be conducted on the proposed site of the Behavioral Health campus. She will be present when the survey takes place and will report back to the Board.

There was discussion on the possible expansion of Clinton Place. Ms. Oury has discussed the first steps with a member of the City staff. The plat likely needs to be upzoned for a larger number of units.

Ms. Oury also updated the Board on the possibility of building a bedbug room when the Cottages are constructed.

B. Resolution 2019-13: Approve Revised 2019 BIND Operating Budget if Appropriate

Executive Director Oury called the Board's attention to an email from HUD included in the Board packet, which requires that the BIND budget have much less projected in excess funds. The Capital Fund Coordinator is analyzing work that can be done to maintain and upgrade the units. The revised budget which is up for Board approval now accounts for the expected capital projects to be done.

Commissioner Paulsen moved to accept Resolution 2019-13 as presented. Commissioner Davison seconded. The motion passed unanimously.

C. Resolution 2019-14: Approve Revised 2019 Clinton Place Operating Budget if Appropriate

Executive Director Oury explained that as with the BIND budget, the Clinton Place budget was approved by the Board at last month's meeting but based on conversation with the Board at that meeting, has been revised to include transportation service one day a week. The current Babcock bus driver is willing to work on Fridays to provide bus service on that day. Another revision is to replace all the windows in the common areas, since they will continue to lose points in REAC inspections if they are left in place. The last revision is to replace all the flooring in the common areas. There are areas where something under the tile is causing uneven surfaces, so the tile will be taken up, the flooring will be repaired, and new tile installed.

Commissioner Paulsen moved to accept Resolution 2019-14 as presented. Commissioner Mayer seconded. The motion passed unanimously.

D. Comprehensive Analysis of Employee Survey

Executive Director Oury said that there was a lot of additional information available in SurveyMonkey on the two employee surveys which were conducted in 2017 and 2018. There was considerable discussion and suggestions from both the Board and Ms. Oury about methods to improve communication at different levels.

6. Calendar and Announcements

Executive Director Oury announced that the April 29 meeting will include the Annual Meeting of Douglas County Housing, Inc., Annual Meeting of Full Circle Tenant Services, Inc., the Annual LDCHA meeting with election of officers, and the regular LDCHA meeting. The meeting was moved to the 29th because she and Director of Operations Obeid will be at the MTW Conference in D.C. April 22-24.

She also showed the Board pictures of the type of gazebo which has been chosen to be installed for smokers on the Babcock Place grounds.

She also informed the Board that the auditors are currently conducting the 2018 fiscal audit at the agency offices and will be finished by mid-week.

7. Adjournment

There being no further items of business, Commissioner Paulsen moved to adjourn. Commissioner Davison seconded. The meeting adjourned at 6:35 pm.

Chair

Secretary

Attest