

OMAHA HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
1805 Harney St, Omaha, Nebraska 68102
8:30 a.m. June 22, 2017

STAFF PRESENT: Judith Carlin, Brian Hansen, Sal Issaka, Greg Knudtson, Philisa Smith, Steve Schrader, Chris Peters, Michelle Therkildsen, Maureen Novak, and Dawni Freeman

Chair Jennifer Taylor called the meeting to order at 8:35 a.m.

A. ROLL CALL: Commissioners Present: Jenifer Taylor, Chair
David Levy, Vice Chair
George Achola
Todd Engle
Steven Abraham

Commissioners Absent: Jamie Berglund

B. ANNOUNCEMENT OF OPEN MEETINGS LAW

The meeting falls under the Open Meetings Act and copies of the law are available near the entrance of the room.

C. PUBLIC COMMENTS: None

D. REPORT OF THE CHIEF EXECUTIVE OFFICER (Judith Carlin):

Ms. Carlin introduced Alicia Edwards, an OHA scattered site resident. Ms. Edwards moved into her unit in 2012 and is a graduate of OHA's FSS program. Mr. Issaka shared that the FSS Program is a volunteer HUD program that allows OHA to allocate funds to an escrow account as tenants increase their income. Mr. Issaka spoke of Ms. Edwards' hard work and achievement of her goals throughout her residency with OHA, including graduating from Iowa Western's Dental Hygiene Program and purchasing her first home. She accomplished this while raising three children. Ms. Edwards shared her story and thanked the Authority for its investment. She was working for \$10/hour at First Data when she decided to pursue additional education. She now works as a dental hygienist, at a substantially higher salary and was able to purchase a home. Ms. Carlin presented Ms. Edwards her escrow check and thanked her for sharing her story. Commissioners and staff congratulated Ms. Edwards on her successes.

Ms. Carlin noted that OHA staff continues to participate in regular community meetings including Omaha 360, Empowerment Network, Opportunity Youth Unlimited, BRT Stakeholders, Omaha by Design 10-speed and Omaha 360. Ms. Carlin also met with Housing Advisory Services staff and Together Inc.'s Mike Hornacek regarding the potential for collaboration. Ms. Carlin noted that Together Inc. received a grant to place case workers in emergency rooms, which will better facilitate tracking the impact and experience of homeless in emergency rooms. Ms. Carlin cited Public Housing Programs in San Antonio and Fargo regarding homeless people released from nursing homes. These pilot programs save the state money while supporting stable health care and rehabilitation for vulnerable residents.

Ms. Carlin stated that OHA is in the process of identifying key non-profit agencies that we can form partnerships with.

Ms. Carlin, Philisa Smith and Gale Sayers-Proby met with Seldin's Bob Dean. They toured Seldin's Cedarwood property located on 75th street, noting it is one of the opportunities out west for Section 8 participants. Ms. Carlin shared that this visit, and the opportunities available for residents in the area demonstrates the need and worth of staff time to expand and strengthen relationships with local landlords. She noted that Together Inc. faces similar challenges in located willing landlords and hired 2 staff members whose sole focus is landlord outreach.

Ms. Carlin distributed and referenced a postcard regarding the City's Affirmatively Furthering Fair Housing Plan, noting participation in community meetings. Ms. Carlin urged all to take the AFFH survey, which is open through the end of July. Ms. Carlin stressed how important the data is, as the census may not fully measure the vulnerable in our community. Ms. Carlin referenced an article written and published in the Creighton Law Review regarding Affirmatively Furthering Fair Housing.

Ms. Carlin noted continued work with HUD, Omaha Healthy Kids Alliance, Douglas County Housing Authority, Douglas County Health Department and other partners in reference to support healthy homes in our community. OHA will participate in a HUD is sponsored landlord outreach to support healthy homes.

Senior staff had a retreat with Bronner at the end of May and an onsite prioritization meeting is scheduled for July. Staff will have a conference call with Bronner on June 28th.

OHA sponsored an Open House for the HOME Transitional Housing Voucher Program on May 23rd, which was well attended by local nonprofit agencies.

OHA participated in the Metro Area Continuum of Care for the Homeless (MACCH).

MS. Carlin shared that the Heavy Hitters Football Team had their first practice on June 10th. The football team and coaches participated in the Juneteeth Parade.

Ms. Carlin referenced an email sent the previous evening regarding the soccer team. The boys 15 years and younger team are the region Youth Soccer Champions. Ms. Carlin showed the picture and trophy, also noting the opportunity to send this team to Florida mid-July. Mr. Issaka shared that he had received numerous calls regarding support. Ms. Carlin shared that staff is working to ensure that our children can enjoy and benefit from this opportunity. Mr. Issaka spoke of the significance of children having the right nutrition and sleep; this affects the physical performance of children on the soccer team. Mr. Issaka extended gratitude to all who help with the sports teams.

Ms. Carlin discussed that moving forward with rebranding OHA would benefit from building upon the opportunity to highlight our sports programs.

Vice Chair Levy shared that his son has friends on the OHA soccer team. He commented that these sports programs provide relationship-building opportunities for Public Housing children. Commissioner Achola discussed the exploitation in the sports arena, noting the importance of long-

term supporters. Vice Chair Levy spoke of, in positive light, the Nebraska Football Club and how they have reached out providing opportunities to partner. Ms. Carlin stated that we are the only Housing Authority to have a sports program. Ms. Carlin suggested we develop a task force to help with strategic planning for OHA's sports programs, emphasizing that it deserves the same efforts of planning as the agency as a whole. Mr. Issaka added that all the children in the soccer program graduated from high school, referencing the policy that if school is missed, the child cannot come to practice, and if they miss practice, they cannot play in the game.

Chair Taylor mentioned she will share this information with Mayor Stothert and City Council.

Commissioner Achola questioned Ms. Carlin if she had discussed Seldin's properties that traditionally do not serve the Section 8 portfolio and whether they would be willing to increase the properties that accept Section 8. Ms. Carlin stated that this was not discussed, however, will be a focus of future conversations. Ms. Carlin clarified that the purpose of her meeting was to see how they operate their property and what their properties look like on the inside.

E. APPROVAL OF CONSENT AGENDA-ITEMS RECOMMENDED FOR APPROVAL

1. Minutes of Previous Regular Board Meeting
2. Resolution 2017 – 51 Revisions to Section 8 Administrative Plan
3. Resolution 2017 – 52 Addition of VAWA Chapter to ACOP
4. Resolution 2017 – 54 Revision to Reexamination Chapter of ACOP
5. Resolution 2017 – 55 Cell Phone Tower Lease Benson Tower
6. Resolution 2017 – 56 Cell Phone Tower Lease Crown Tower
7. Resolution 2017 – 57 Monthly Tenant Account Write-Offs
8. Resolution 2017 – 58 Contract Glass and Glazing Excel Windows
9. Resolution 2017 – 59 Contract Elevator Maintenance Kone, Inc.
10. Resolution 2017 – 60 Contract Plumbing and Drain Cleaning
11. Resolution 2017 – 61 Contract Tenant Screening Services

Chair Taylor asked for discussion or questions regarding the Consent Agenda. Vice Chair Levy thanked the staff for providing the minutes to committee meetings.

MOTION by Commissioner Achola, seconded by Vice Chair Levy to approve the Consent Agenda. Motion passed Aye-5, Nay-0.

Chair Taylor-Aye
Vice Chair Levy-Aye
Commissioner Achola-Aye
Commissioner Abraham-Aye
Commissioner Engle-Aye

F. ADDITIONAL ITEMS RECOMMENDED FOR APPROVAL

12. Resolution 2017 – 62 OHA Designated Housing Plan 2017

Mr. Hansen addressed Resolution 2017-62, stating this is a renewal that is needed every 2 years. He stated that the repercussions of not renewing would mean the property can revert back to a mixed population. Commissioner Abraham asked for clarification. Mr. Hansen noted the properties are designated "near-elderly" and stated that if we do not have an approved Housing Plan, this property can now become mixed population. Mr. Hansen stated this is an important designation as it carves

out our elderly-only properties. Vice Chair Levy asked for clarity on the memo regarding dates. Mr. Hansen stated this Plan would be for 2017-2019.

MOTION by Vice Chair Levy, seconded by Commissioner Engle to approve Resolution 2017- 62 OHA Designated Housing Plan 2017. Motion passed Aye-5, Nay-0.

Chair Taylor-Aye

Vice Chair Levy-Aye

Commissioner Achola-Aye

Commissioner Abraham-Aye

Commissioner Engle-Aye

REPORTS AND DISCUSSION ITEMS:

G. BUDGET AND FINANCES (Greg Knudtson)

1. Program Financials

Greg Knudtson presented and reviewed Program Financials for May 2017. Public Housing had a net loss of approximately \$17,000; large negative YTD budget variance due to the operations portion of capital funds, as well as subsidy being down. Based on the subsidy received in June and extrapolating the average subsidy from January through June through the rest of the year, Mr. Knudtson estimates subsidy will be back on budget by the end of the year.

Section 8 had a net loss of \$196,000; Mr. Knudtson noted that we are in the process of getting HUD-held reserves. Section 8 Admin had a net income of \$51,000.

Central office in May had a net loss of approximately \$56,000. Taking into account the fact that we have not yet received the management fee portion of capital funds and the coming mid-year budget adjustment to the ROSS grants, Mr. Knudtson noted that the year to date budget variance is actually positive.

HIO had a net loss \$17,000 for May.

Property tax expense to date is \$56,000.

Mr. Knudson opened the floor for questions regarding Program Financials. Chair Taylor addressed Vice Chair Levy, asking for assistance with preparations for discussions with state legislation regarding property tax issues.

Vice Chair Levy discussed filing protests and how to approach the county board before June 30, 2017. Vice Chair Levy mentioned bringing the soccer trophy to note where money is spent if not paid to Douglas County.

2. Agency Wide Balance Sheet

Mr. Knudtson referenced the Agency Wide Balance Sheet, noting that tenant accounts receivable collections have decreased. Mr. Knudtson gave praise to property managers.

3. Vendor Payables

Mr. Knudtson referenced Vendor Payables and the two items in the “Over 90” Column. Mr. Knudtson explained that one of them capital fund, Underwood Tower roof, and the other is an invoice, for services performed January through March, that was not received until May.

Mr. Knudtson opened up to questions on Vendor Payables. Vice Chair Levy asked if the roof and invoice are one in the same; if the invoice was for the roof. Mr. Knudtson clarified that they are not the same. Vice Chair Levy inquired about the invoice and what it was for. Mr. Knudtson clarified it was for OHA’s Fee Accountants.

H. ASSET MANAGEMENT FINANCIALS & LEASING (Susan Gilroy/Terence Jackson)

Ms. Carlin stated that Susan Gilroy and Terence Jackson are in training in Lincoln, Nebraska. Ms. Carlin referenced the Operations Committee Meeting Minutes as well as the Finance Committee Meeting Minutes. Ms. Carlin opened the floor for questions.

I. HOUSING CHOICE VOUCHER PROGRAM (Philisa Smith)

Philisa Smith discussed the Housing Choice Voucher Program, highlighting the 93% utilization. She clarified that there is no intent to open up the waiting list at this time. Ms. Smith noted that she did attend her first Operations Meeting, and that she will fold in the inspections number report as part of her board report. Ms. Smith referenced the meeting with Bob Dean in positive light. Ms. Smith opened the floor for questions.

J. HOUSING IN OMAHA, INC. (HIO)

Chair Taylor referenced the regular meeting and special meeting Minutes in the board packet. Chair Taylor asked Vice Chair Levy of anything further to share. Vice Chair Levy responded that he did not have anything to share.

K. SUPPORT DEPARTMENT REPORTS

1. Development (Dawni Freeman)

Ms. Freeman shared the Development Report. In regards to Southside Terrace, the Development Committee decided OHA should play a larger role in the selection of the architect/planner. Development discussed acquisition of additional community space for Southside Terrace. Ms. Freeman stated that current OHA Annual Plan and Capital Fund Plan will need to be revised to include possibility of RAD units and any planning efforts undertaken beyond Southside Terrace.

Commissioner Achola questioned the split of payment with Brinshore. Ms. Freeman noted that if OHA is going to have control, Brinshore would like to reconsider split of payment for predevelopment expenses, which was originally 60/40. Chair Taylor clarified that Brinshore desires more risk be put on OHA if OHA selects more expensive service provider. Chair Taylor mentioned this is the risk of procuring ourselves. Mr. Hansen stated that the MOU was that Brinshore selects and OHA approves.

Ms. Carlin noted that we have the opportunity to get the City Planning Department involved and have a place on the RFP committee. As we look towards long term funding of housing, having the City on the committee would position OHA to develop the relationship to get investment from the City.

Chair Taylor asked Ms. Carlin if she met with Bill Lukash. Ms. Carlin noted that she had been with him the last 3 days in AFFH meetings. Commissioner Achola asked for clarity that this is an RFQ and not an RFP because RFQ would allow OHA to qualify and negotiate price. Ms. Carlin clarified that it *can* be an RFQ, but that we are not precluded from using RFP and negotiating a final best offer. Ms. Carlin noted that this will be vetted through the committees and brought back to the Board.

2. Procurement/Contracting/Capital Budgets (Steve Schrader)

Mr. Schrader opened up the floor for any questions. Chair Taylor mentioned everything was well covered in the minutes.

3. Human Resources (Gale Sayers-Proby)

Ms. Carlin stated that Ms. Sayers-Proby is out and referenced the HR report provided. Ms. Carlin spoke of the training initiatives, stating that 3 Section 8 managers are attending training in Phoenix. Chair Taylor asked about applications received for the CFO position. Ms. Carlin noted one promising candidate and ongoing outreach. Committee and staff discussed Arthur Boats leaving Omaha Housing Authority. Mr. Issaka mentioned that Mr. Boats, a 12 year employee, agreed to stay longer than needed to help with the interview process and training for his position.

4. Family and Community Services (Sal Issaka)

Mr. Issaka opened up the conversation by highlighting the Family Self Sufficiency Program. He referenced a meeting with Charles Drew, discussing how to improve and expand services. Mr. Issaka discussed Charles Drew's ability to provide behavioral health training. Commissioner Abraham noted Charles Drew's desire to be more involved in the partnership with OHA and congratulated Mr. Issaka on his success with the program. Mr. Issaka noted that tenants are increasing their income. Mr. Issaka recalled a meeting with the owner of Fat Brain Toys, who offered transportation for 10 or more OHA resident employees. Mr. Issaka stated that the FCS is helping match tenants with resources to help pay rent. Ms. Carlin referenced a meeting at Omaha by Design, where additional transportation ideas were brought to light.

5. Public Safety (Chris Peters)

Chris Peters presented the Public Safety Report for questions and noted the arrest ratio is higher, which is a positive thing. Ms. Peters referenced the OPD precinct meeting, where she heard an encouraging story of a young male from Spencer who attended the Youth Academy and wanted to become a police officer. Vice Chair Levy praised Ms. Peters, exclaiming this year has been better compared to 5 years ago.

Commissioner Abraham asked Ms. Peters about security at all the buildings. Ms. Peters stated we continue to look for grants but the funds just aren't there. Commissioner Abraham stated that people are able to take down the cameras. Commissioner Abraham stated that as a housing organization, we have an obligation to provide safety. Commissioner Abraham noted that mental health issues contribute to property damage and comfort of residents in the towers. Ms. Carlin reiterated the lack of funding, as one month for one tower would be approximately \$32,000. Commissioner Achola asked what percentage of cameras are operational and what percentage of cameras are down. Ms. Carlin noted that if a camera goes down, we fix it. Public Safety and Operations will provide an inventory. Ms. Peters stated that it is not typically OHA residents destroying cameras. Commissioner Achola questioned about initiatives and techniques to put additional security measures on the cameras to eliminate tampering and the possible use of

dummy cameras. Chair Taylor suggested Ms. Carlin make this an item for the Operations Committee. Commissioner Achola inquired about wireless camera systems. Ms. Carlin stated that wireless camera systems do not work for all properties dependent on layout and construction.

6. Legal (Brian Hansen)

Brian Hansen presented the Legal Reports for questions and noted that there are two new fair housing complaints and a few that are currently being resolved. Mr. Hansen stated he has been working with David and staff preparing the tax protests for the year, with hopes to be completed next week. T Mobile is interested in putting a cell tower on Evans Tower, which will be extra income for that zone. Mr. Hansen encouraged everyone to fill out the AFFH survey.

L. NEW BUSINESS

Chair Taylor noted there is no new business.

MOTION by Commissioner Achola, seconded by Vice Chair Levy to move into Executive session at 9:45 a.m. Motion passed Aye-5, Nay-0.

Chair Taylor-Aye
Vice Chair Levy-Aye
Commissioner Achola-Aye
Commissioner Abraham-Aye
Commissioner Engle-Aye

EXECUTIVE SESSION

MOTION by Commissioner Achola seconded by Vice Chair Levy to come out of Executive Session at 9:55 a.m. Motion passed Aye-5, Nay-0.

Chair Taylor-Aye
Vice Chair Levy-Aye
Commissioner Achola-Aye
Commissioner Abraham-Aye
Commissioner Engle-Aye

ADJOURNMENT

MOTION by Commissioner Achola seconded by Vice Chair Levy to adjourn the meeting at 9:57 a.m. Motion passed Aye-5, Nay-0.

Chair Taylor-Aye
Vice Chair Levy-Aye
Commissioner Achola-Aye
Commissioner Abraham-Aye
Commissioner Engle-Aye

Meeting adjourned at 9:57a.m.