

**OMAHA HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS MEETING**  
1805 Harney St, Omaha, Nebraska 68102  
8:30 a.m. July 28, 2016

Chair Jennifer Taylor called the meeting to order at 8:32 a.m. The meeting falls under the Open Meetings Act and copies of the law were available near the entrance of the room.

**Staff Present:** Judith Carlin, Gale Sayers-Proby, Brian Hansen, Greg Knudtson, Steve Schrader, Philisa Smith, Sal Issaka, Susan Gilroy, Terence Jackson, Abe Lytle, Dora Mesa

**ROLL CALL:** Commissioners Present: Jennifer Taylor, Chair  
Karen Watson, Vice Chair – arrived at 9:30am  
Jamie Berglund  
George Achola  
David Levy

Commissioners Absent:

**PUBLIC COMMENTS.** None.

**A. REPORT OF THE INTERIM CHIEF EXECUTIVE OFFICER—Judith Carlin**

Ms. Carlin introduced guest speaker Elizabeth Enyon-Kokrda, the liaison for a nationally funded Poverty Reduction Child Development Study. Omaha is one of several metropolitan areas selected and OHA residents and participants may be involved in the study.

Ms. Enyon-Kokrda explained the Poverty Reduction Child Development Study is a Grant Research Study through the NIH to provide income assistance to mothers with children who fall under 100% of the poverty income line or below over a 4 year period of time. There will be 2 groups with one group receiving a larger stipend and a second group receiving a nominal stipend. There is no limits on how the additional income will be spent, however, it will be tracked.

Ms. Enyon-Kokrda requests that OHA amend their ACOP and Admin Plan to disregard the additional income in rent calculations. The Nebraska Legislature already adopted legislation providing a time limited exception to DHHS assistance. Ms. Enyon-Kokrda stated that the Nebraska Legislature has supported and approved this project 47-0 and made this a priority bill.

Commissioner Levy stated his support for the study, however, asked how families would spend the stipend. Ms. Enyon-Kokrda stated a stipend may be spent on anything. The stipend is issued as a debit card and spending is tracked as part of the study. An earlier pilot study demonstrated most families spend the stipend on necessities.

Ms. Enyon-Kokrda said the NIH Grant should be finalized in October and beginning in January 2017 the selection process will take place and the woman selected may be receiving their stipends between February and March. Judy Carlin added that the Administrative Plan pertaining changes to the ACOP will be presented to the board in September.

Ms. Carlin, Interim CEO presented her report. She recognized the Kansas State graduate students and Professors pictured on the July Board Packet Cover for their work with OHA staff, community partners and residents on development possibilities for Southside Terrace. Copies of the student's presentation were provided to the Board.

OHA continues to meet with community partners. Most recently staff met with Omaha Healthy Kids Alliance to discuss how OHA can better incorporate their services to benefit our residents and participants. Staff is scheduled to meet with meet with Charles Drew next month/

OHA will be hosting an event at Southside Terrace and Spencer Homes for families to encourage community and thank OPD for all they do. Dates are not yet finalized. OHA re inviting O.P.D. and will be presenting O.P.D. with an award for all they do at the sites.

OHA will also be promoting a program through Cox Cable to provide low cost broadband internet to school children. Cox is working with HUD to promote this opportunity to low income communities.

Ms. Carlin discussed OHA's collaboration with MAPA and HDR through the EPA Brownfields grant. Commissioner Taylor thanked the staff for the time spent on tours and their input to the HDR group. At the meeting attended the HDR group presented a culmination of their master plan. Ms. Carlin noted that the planning process demonstrated the possibilities for the development of the site in terms of density and topographic challenges. There was discussion on the multi-ratio housing and how we have the flexibility to change if necessary. Commissioner Taylor added the master plan actually put more units on the site and added it is more cost effective for OHA not to have to clear and clean the whole site. Discussion on the U shaped pocket neighborhoods and how well these units can be incorporated in the master plan. Ms. Carlin noted that HDR will provide OHA with a full report.

Chairman Taylor stated the Consent Agenda would be moved to the end and proceed with staff reports.

## **REPORTS AND DISCUSSION ITEMS:**

### **C. BUDGETS AND FINANCE**

#### **1. OHA Financials**

Mr. Knudtson first addressed a question asked at the Finance Committee meeting regarding why net operating did not match financials on Operations Report. He noted this was due to the way depreciation expenses are reported.

Mr. Knudtson reviewed the financials for the major programs, stating Public Housing saw a loss. In Section 8 Operating and Administration saw losses. The COCC saw a net income.

#### **2. HIO Financials**

HIO saw a net loss.

#### **3. AMP Financials**

Mr. Knudtson had no specific comments. He opened the discussion for questions.

#### **4. Accounts Payable**

Mr. Knudtson again asked if there were any questions. Commissioner Levy asked about the \$400,000 shortage mentioned. Mr. Knudtson replied that OHA HAP accounts were not funded sufficiently to pay all the landlords. OHA does have sufficient funding, however, HUD holds those funds and OHA must request. That shortfall is covered by the COCC and OHA requests refund from HUD held reserves. Ms. Carlin added staff would be meeting with HUD to specifically address this process.

### **D. ASSET MANAGEMENT**

#### **1. Omaha Housing Authority/Housing in Omaha**

Mr. Jackson stated occupancy remains steady at 97%. There was a change on our Asset Management reports. You will see a change in the June report on percentage of rent collection per unit to give a more accurate representation of rent collection. Staff will measure success based on upward trends. Ms. Gilroy added the number of vacancies were higher at Ernie Chambers Court and staff is hoping to fill those with new Section 8 tenants

### **E. HOUSING CHOICE VOUCHER PROGRAM**

Ms. Smith stated the waiting list for Section 8 opened July 11<sup>th</sup>. One thousand appointments were scheduled to be conducted over August and September. Briefings will be scheduled through-out the course of the remaining year and next year. Ms. Carlin added we are also going to host a Section 8 landlord outreach information event to encourage more landlord participation.

### **F. HOUSING IN OMAHA, INC.**

Commissioner Taylor stated in the board packet HIO report covers last month's meeting.

### **G. SUPPORT DEPARTMENT REPORTS**

#### **1. Capital Development and Construction**

Ms. Carlin stated that staff continues work on the Southside Demolition/Disposition application. Environmental Review is complete with no findings. KSU graduate students presented their final report on July 12<sup>th</sup>. Copy of data has been provided to the Development Committee. OHA staff attended the HDR Charrettes and public meetings.

Harney St. renovations are on track. Spaces are being painted and other finishes are being completed. Public Housing staff will be moving in the middle of August and Section 8 staff at the end of August.

OHA continues to work with Habitat for Humanity on the Public Housing homeownership program. The 10 initial properties identified by staff does appear to be identified for disposition in the HUD system. New parameters for the homeownership program will be presented to the Board. The Development Committee met with the recommended developer.

OHA continues to identify Project Based Vouchers opportunities within the Community with the goal to issue more project based vouchers.

## **2. Procurement/Contracting**

Mr. Schrader commented the Strategic Planning RFP has been advertised nationally. If completed the recommended vendor will be identified at the August board meeting.

## **3. Human Resources**

Ms. Sayers-Proby stated OHA is aggressively trying to fill the Director of Planning position. Applicants received do not have the development experience necessary.

OHA continues to host quarterly Employee Engagement Committee meetings. Supervisory and Staff Evaluation training will be scheduled for staff in September.

The maintenance staff attended a maintenance conference in Holdrege, NE. The OHA employee picnic will be held at Cooper's Farm on August 18<sup>th</sup>.

Ms. Sayers-Proby commented the Project Based Accounting for Asset Management training will be held on site the last week of August. Commissioner Achola encouraged board members to attend, as it is a very informative training. Commissioner Levy asked Ms. Sayers-Proby to email the schedule to board members. Ms. Sayers-Proby also added that Judy Carlin and Steve Schrader are scheduled to attend a Capitol Funds training in Des Moines, IA

Commissioner Taylor encouraged board members to attend the employee picnic as it is a good opportunity to meet the staff.

## **4. Family and Community Services**

Mr. Issaka stated three Section 8 tenants graduated from the FSS program. They will receive monies from their escrow account.

## **5. Public Safety**

Ms. Peters stated a memo on security procedures is included in her report as requested. Staff attended tenant briefing and emphasized the importance of reporting any suspicious activity.

OHA continues to have good relations with O.P.D. The Gang Unit had extra funds and donated a basketball hoop and was placed at the Spencer Homes. Commissioner Achola commented the follow-ups have decreased and that is good and important.

## **6. Legal**

Mr. Hansen presented his report and added in preparing this report there were non-pays that did not go to court due to Forsberg paralegal being out of the office. However, non-pay will be on the August report. Criminal referrals have increased which is attributed to staff rotation. There were no other comments.

**B. APPROVAL OF CONSENT AGENDA**  
**CONSENT AGENDA:**

Commissioner Achola, requested Item 3 be pulled from the Consent Agenda for further discussion and that Item 4 of the Consent Agenda be moved to executive session.

**MOTION** by Commissioner Levy, seconded by Commissioner Berglund, approve Items 1 and 2 from Consent Agenda. Motions passed unanimously.

Chairman Taylor – Aye  
Commissioner Berglund – Aye  
Commissioner Achola – Aye  
Commissioner Levy – Aye

Discussion on Item 3 of Consent Agenda - Resolution to designate Brinshore Development, LLC as the Master Co-Developer for the Omaha Housing Authority.

Commissioner Taylor stated the Development Committee met with Brinshore and recommend that we move forward with the Brinshore Development as Co-Developer. Judy Carlin reviewed the amended resolution and stated the Development Committee met with Brinshore on two occasions and based on the ratings the Development Committee recommended that we move forward with Brinshore Development as OHA's Master Plan Co-Developer. Chairman Taylor stated for clarification the original resolution had the word "designate" Brinshore as a Master Co-Developer whereas a definite agreement has not been made however, noted that OHA is not negotiating with anyone else.

Commissioner Achola commented his reservations on moving forward with this resolution. He feels the agency is rushing into this project. There is no demolition agreement application to the HUD office. It is pre-mature to go into a Co-Master Developer agreement. The agency needs a strategic plan before moving forward on this project. His preference is the agency have a clear community planning outline and then proceed with an RFP for a developer. He recommended tabling the resolution.

Commissioner Levy stated his concerns in regards to wording on the resolution "Greater Omaha" should be specific to Southside Terrace Homes and immediate surroundings area. He would support the resolution with certain language changes. Commissioner Berglund offered a different view and stated the technical capacity that Brinshore could provide is really needed for the agency and not be focused just to South Side and should be considering the other OHA sites Spencer, Towers and scattered-site.

Chairman Taylor commented that as OHA negotiates with Brinshore and moves forward with this agreement they will be integral to the process on development planning. Commissioner Achola responded more consideration in the RFP should have been the focus of Southside and had more developers in the pool. Not having an in house developer is a concern. Commissioner

Watson added there was an opportunity for developers to participate and maybe the agency should have been more specific in the plan, however, did not want to start the process over.

Commissioner Achola expressed his concern that the demolition application has not been approved by HUD until this is approved OHA does not have a project. Commissioner Berglund asked what is the timeline to have the demolition application submitted to HUD. Ms. Carlin responded approximately 60 to 90 days. The demolition itself will not be approved for at least a year. She noted that we have to identify in the application where we will relocate residents.

Commissioner Berglund asked what is the anticipation of the initial scope of work should we negotiate with Brinshore. Judy Carlin responded that a 5 year agreement is standard. Any agreement longer than that term requires HUD approval.

Commissioner Taylor added the negotiation and agreement process will take time. Commissioner Levy stated we do need the assistance and expertise of Brinshore and plan to very involved in this process. Commissioner Levy added if I was to support this project he would amend the Resolution to read: "Southside Terrance and surrounding area" and to clarify that technical assistance would be provided regarding city wide strategic planning. He further stated that the Resolution should state that the agreement in regards to city wide planning or strategic planning would not be exclusive.

Brian Hansen commented if we limit it to Southside and immediate surrounding area, there is potential under Fair Housing that we could be required to go out of redevelopment of Southside and locate more units in West Omaha. Commissioner Levy agreed and to change the surroundings to Southside project.

Commissioner Levy – Moved for the approval of Resolution 2016-46 with the following Amendment. Some of which I will rely on staff for the final language. Whereas redevelopment of; insert "Southside Terrace" and technical assistance regarding city wide strategic planning with respect to Public Housing and or Mixed Income Housing in the Greater Omaha area. And additional language to confirm in the resolution that we are authorizing in the negotiate shall not include as to city wide planning or strategic planning and in no case shall such agreement have an initial term of no more than 5 years.

**MOTION** by Commissioner Levy second by Commissioner Berglund to Amend Resolution 2016-46 as indicated by Commissioner Levy.

Chairman Taylor - Aye  
Commissioner Watson - Aye  
Commissioner Berglund - Aye  
Commissioner Achola - Aye  
Commissioner Levy - Aye

**MOTION** by Commissioner Levy second by Commissioner Berglund to Approve Resolution 2016-46 as Amended. Motion passed 4 – Aye 1 - Nay

Chairman Taylor - Aye  
Commissioner Watson - Aye  
Commissioner Berglund - Aye  
Commissioner Achola - Nay  
Commissioner Levy - Aye

### **EXECUTIVE SESSION**

**MOTION** by Commissioner Achola, seconded by Commissioner Watson, to move into Executive Session at 10:16 a.m. for real estate and personnel matters. Motion passed unanimously.

Chairman Taylor - Aye  
Commissioner Watson - Aye  
Commissioner Berglund - Aye  
Commissioner Achola - Aye  
Commissioner Levy – Aye

**MOTION** by Commissioner Achola, seconded by Commissioner Berglund, to come out of Executive Session at 10:42 a.m. Motion passed unanimously.

Chairman Taylor - Aye  
Commissioner Watson - Aye  
Commissioner Berglund - Aye  
Commissioner Achola - Aye  
Commissioner Levy – Aye

### **ADJOURNMENT**

**MOTION** by Commissioner Achola, seconded by Commissioner Berglund, to adjourn the meeting at 10:43 a.m. Motion passed unanimously.

Chairman Taylor – Aye  
Commissioner Watson - Aye  
Commissioner Berglund - Aye  
Commissioner Achola - Aye  
Commissioner Levy – Aye

*The meeting was adjourned at 10:43 a.m.*