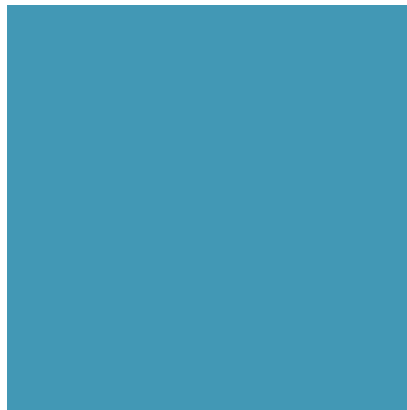




BOARD OF COMMISSIONERS



March 24, 2022

REGULAR MEETING



TO THE COMMISSIONERS OF THE ST. LOUIS HOUSING AUTHORITY
ST. LOUIS, MISSOURI

PUBLIC NOTICE OF MEETING

Take notice that the regular meeting of the commissioners of the St. Louis Housing Authority will be held via Zoom* on Thursday, March 24, 2022, commencing at 4:30 p.m., to consider and act upon items shown on the attached agenda. An Executive Session may be convened to discuss legal actions, causes of actions, communications with attorneys, personnel matters, leasing, purchase or sale of real estate and bid specifications.

DATED: March 18, 2022

ST. LOUIS HOUSING AUTHORITY

Attachment

*Instructions For Joining Zoom

Meeting ID: 863 741 1301

Via Smart Phone or Computer:

<https://us02web.zoom.us/j/8637411301>

Via Phone:

(312) 626-6799, then 863 741 1301#

BOARD OF COMMISSIONERS, ST. LOUIS HOUSING AUTHORITY
REGULAR MEETING, MARCH 24, 2022, 4:30 P.M.
ST. LOUIS HOUSING AUTHORITY, 3520 PAGE BOULEVARD
ST. LOUIS, MISSOURI 63106
AGENDA

ROLL CALL

CONSENT AGENDA

1. Approval of Minutes, Annual Meeting, February 24, 2022

RESIDENTS' COMMENTS ON AGENDA ITEMS

ITEMS FOR INDIVIDUAL CONSIDERATION

CHAIRMAN'S REPORT

DIRECTOR'S REPORT

RESIDENTS' CONCERNS

COMMISSIONERS' CONCERNS

SPEAKERS TO ADDRESS THE BOARD

EXECUTIVE SESSION

The Executive Session may be convened pursuant to Section 610.021 of the Missouri Revised Statutes, to discuss legal actions, causes of actions or litigation, personnel matters relating to the hiring, firing, disciplining and promoting of employees, negotiations with our employees, leasing, purchase or sale of real estate and specifications for competitive bidding.

ADJOURNMENT

Please note that this is not a public hearing or forum. Anyone wishing to address the Board must follow the St. Louis Housing Authority's Speaker's Policy. (Contact the Executive Division at Central Office for a copy of the policy.)

**APPROVAL OF MINUTES
FEBRUARY 24, 2022**

BOARD OF COMMISSIONERS
ST. LOUIS HOUSING AUTHORITY
ANNUAL MEETING
FEBRUARY 24, 2022
4:30 p.m.

CALL TO ORDER

The Board of Commissioners of the St. Louis Housing Authority held its Annual Meeting on Thursday, February 24, 2022, via Zoom. Chairman Sal Martinez called the meeting to order at approximately 4:32 p.m.

Present: Annetta Booth
Margaret English
Regina Fowler
Benita Jones
Sal Martinez
Constantino Ochoa, Jr.

Absent: Shelby Watson

CONSENT AGENDA

Election of Officers

Chairman, Vice-Chairman and Treasurer

Commissioner Fowler nominated Commissioner Martinez for the position of Chairman. There were no further nominations. Commissioner Booth nominated Commissioner Ochoa for the position of Vice-Chairman and Commissioner Fowler for the position of Treasurer. There were no further nominations. The vote reappointing Commissioner Martinez as Chairman, Commissioner Ochoa as Vice-Chairman and Commissioner Fowler as Treasurer passed with all commissioners voting aye.

Approval of Minutes

Commissioner Fowler moved to approve the minutes of January 27, 2022. Commissioner Ochoa seconded the motion. The motion passed with all commissioners voting aye.

ITEMS FOR INDIVIDUAL CONSIDERATION

Resolution No. 2941

Authorizing and Approving the St. Louis Housing Authority to Issue a Request for Qualifications Master Developer Solicitation for the Clinton-Peabody Development.

Presenting Resolution No. 2941, Alana C. Green, Executive Director, stated that the St Louis Housing Authority (SLHA) is seeking Board approval to issue a request for qualifications (RFQ) in search of a master developer for the Clinton-Peabody development. She said SLHA is looking to hire a master developer to do certain full service aspects of development, including tenant and community engagement; building support for the planned project; improving safety for residents throughout the design process; comprehensive planning; development of a master plan; identification and solicitation of creative tools for project financing; application preparation and submission for low-income housing tax credit applications and other resources as applicable. Ms. Green stated that Board approval is generally not required on a RFQ submission, but since the Clinton-Peabody development was identified as a priority in SLHA's strategic plan it was thought to be best to have the Board, as a collective, show interest in issuing the RFQ; therefore, Board approval is requested of Resolution No. 2941.

Commissioner Fowler asked Ms. Green if finding a developer was going to be a hard task and if it is something that could be found locally or will SLHA have to go outside of the St. Louis area to find a company.

Ms. Green stated that a master developer could be found locally; however, a lot of housing authorities solicit proposals from national organizations, as there are quite a few that do similar deals across the country.

Commissioner Martinez noted that SLHA had done development deals with local companies over the past several years. He indicated that he was very excited about the opportunity and hopefully a wide range of potential developer partners will show interest.

Commissioner Fowler asked if the master developer will help SLHA do the financing and then SLHA would pay the debt financing obtained for the agency through its budget.

Ms. Green stated that it would depend on what funding sources are available at the time. She said SLHA will be looking at any options available that will fit within its parameters because it will take \$100 to \$200 million to bring the development up to date and SLHA does not get a lot of HUD funding and cannot afford a bunch of debt.

There were no further questions and/or comments regarding Resolution No. 2941.

Commissioner Fowler moved to approved Resolution No. 2941. Commissioner Booth seconded the motion. The motion passed with all commissioners voting aye.

CHAIRMAN'S REPORT

Commissioner Martinez stated that the inclement weather and other physical challenges caused by the weather has caused the staff to increase their work to make the developments as safe as can possibly be. He said the individuals out doing the real work to ensure the safety of people are sometimes forgotten. He thanked the staff for doing that work and for doing the job well.

DIRECTOR'S REPORT

Providing an update on key priorities, Ms. Green stated that a presentation was done on the Physical Needs Assessment on February 3, 2022 for the commissioners and stakeholders. She noted that the next steps will be to finalize the plans and then use them to prioritize the Capital Fund priorities. She stated that staff is on task to complete and issue the request for proposals for a master developer that the Board just approved. Ms. Green stated that SLHA is looking to acquire some new public housing units with its Replacement Housing Factor funds and within the next month will issue a solicitation to obtain a real estate agent to assist with the acquisition process. She noted that SLHA has a few options, but hopes to bring on some new units that will go with its traditional public housing portfolio. Ms. Green stated that SLHA has been granted some technical assistance support from HUD to work on the reposition of its assets. She said it is hoped to have a kick-off meeting to see how they can assist the agency in the process. She noted that SLHA is on task to do some restructuring in its Housing Choice Voucher (HCV) program. She stated that SLHA is retaining Nan McKay, a consultant that does HCV work across the country, to assist with operations as it looks to fill some key positions in the department. Ms. Green stated, as far as the Capital Fund backlog, that SLHA is still working through a few environmental issues with HUD, however, it was able to solicit some work on several offline units, including those at McMillan, Parkview and Samuel Shepard. She stated that the customized safety plan for the developments is still a priority and she noted that a meeting was held with the Police Chief, some of his officers and some of the problem property officers. She said from that meeting SLHA will use some of the strategies to do plans for every community that it has. Ms. Green stated, as far as other updates, that HUD has brought forth some of the expedited waivers that SLHA had during the COVID pandemic. She said on January 18, 2022 HUD approved for SLHA to waive its SEMAP requirements throughout the year, waive extensions on initial voucher terms and increase the payment standard. She stated that the Public Housing Assessment Systems (PHAS) Assessments are to resume

this year, therefore, the Asset Management team will be working to ensure that the management companies adhere to the physical inspections process. She said SLHA is also required to put carbon monoxide detectors in every unit by December 27, 2022.

Reporting for the Housing Authority Police Unit, Lt. Middleton stated that for the month of January 2022 most of the incidents reported were property crimes. He noted that person-on-person crime had dropped. He reported that there were several break-ins in the Clinton-Peabody complex where different equipment was taken. He noted that some of the tools were recovered and that the Housing Authority Unit is working closely with management to try to identify who was involved with the thefts. He reported that there was a vehicle theft in the Blumeyer complex and an attempted vehicle theft in the Cochran complex. He noted that there were a few more vehicle thefts in November and December 2021 mainly due to individuals leaving their cars running with the keys in them. Lt. Middleton reported that a person of interest had been identified as a burglar who supposedly frequents the Clinton-Peabody and LaSalle Park complexes and that the Housing Authority Police Unit was working with District 3 on locating the person. He reported on two recent crimes, noting that they happened within a day of each other. He said the first crime occurred in Clinton-Peabody where three people were shot with one sustaining critical injuries. He noted that they were able to quickly identify the suspect and that they are actively pursuing that person with the help of detectives. Lt. Middleton stated that the second incident involved two juveniles where it was discovered that one of the juveniles shot the other. He noted that they were able to identify the juvenile suspect who was apprehended and will be in juvenile custody pending charges. He said a firearm was also recovered that is believed to have been involved in the shooting. Lt. Middleton stated that although both incidents happened in SLHA complexes they were not directed at the complexes and it is not believed that there will be any retaliations stemming from the incidents.

Commissioner Martinez asked if there were any questions for Ms. Green.

There were none.

COMMISSIONERS' CONCERNS

Commissioner Fowler asked if at some point, maybe at another meeting, the commissioners could go over what the Financial Indicators mean for SLHA and how the agency compares against the standard to clarify how the agency is doing overall based on the standard set.

Ms. Green stated that it might take more of a working meeting because it is a detailed process. She noted that staff meets on the indicators biweekly and has found that the COVID pandemic had significantly affected the indicators dealing with occupancy and tenant account receivables. She said SLHA's numbers do not look great, but it is mainly attributable to all the issues that affected COVID. She noted that the same is being seen all across the country and that HUD had recently waived the tenant account receivables indicator because of the amount of collections being seen around the country.

Commissioner Fowler stated that Ms. Green's response satisfied her concerns.

Ms. Green suggested that Commissioner Fowler, as Treasurer, could be added to the biweekly meetings that the Finance Department and the Asset Management team facilitate to talk about budget issues in detail if she would like to periodically sit in on the meetings.

Commissioner Fowler agreed.

ADJOURNMENT

Commissioner Fowler moved to adjourn the meeting into Executive Session. Commissioner Booth seconded the motion. The vote was in favor of passing the motion with all commissioners voting aye. The meeting thereupon adjourned at 4:53 p.m.

Sal Martinez, Chairman
Board of Commissioners
St. Louis Housing Authority


Alana C. Green, Secretary
Board of Commissioners
St. Louis Housing Authority

(SEAL)

EXECUTIVE DIRECTOR REPORT

MEMORANDUM

To: Board of Commissioners

From: Alana C. Green 

Date: March 14, 2022

Subject: Executive Director Report

It is my pleasure to present this report for your review. Additional and specific information related to SLHA activities can be found in the Monthly Activity Report, also presented for your review. Please do not hesitate to contact me with any questions. Thank you.

Update on Key Priorities:

Portfolio-Wide Physical Needs Assessment and Updated Capital Fund Plan Priorities: The Physical Needs Assessments and Energy Audits have been finalized and SLHA is in the process of updating its 5-year Capital Fund plan. Because portfolio needs substantially exceed available funding, health and safety needs will be prioritized, and alternative sources of funding will be considered for any remaining items.

Issuance of RFP: Master Developer for Clinton-Peabody Development: The SLHA 2020 – 2024 Strategic Plan calls for the Agency to (1) develop a Request for Proposals to assist with the redevelopment of Clinton-Peabody, as well as (2) identify and secure financing to complete the redevelopment efforts. To ensure that a developer can be identified and potentially submit a Low-Income Housing Tax Credit application in the fall, a Request for Proposals was issued on March 8, 2022. Responses are due on April 19, 2022.

Acquisition of New Public Housing Units: The acquisition of new public housing units can ensure increased future supply of affordable housing. SLHA has approximately \$4.5M in remaining Replacement Housing Factor funds to be used for development or acquisition of new public housing units to replace the units lost through past HUD-approved demolition or disposition. The selected site (TBD) must comply with HUD's site selection standards, which consider neighborhood amenities, safety, areas of minority concentration, fair housing, and related issues. The acquisition/development process will commence by the second quarter 2022. Funds must be obligated no later than April 2023 and expended shortly thereafter. Within the next month, SLHA will issue a solicitation to obtain a real estate agent to assist with the acquisition process. SLHA staff will also attend HUD training to assist in this effort.

Technical Assistance and Development of a Comprehensive Real Estate Portfolio Plan: SLHA's most recent strategic plan calls for the development and implementation of a portfolio plan for the Agency. This plan will serve as an internal tool to guide and prioritize the timing and funding of developments. It will also ensure that Agency assets are maintained, redeveloped, acquired and disposed of in accordance with the Agency's mission and vision, and in accordance with HUD regulations and other federal rules. HUD has agreed to provide a technical assistance consultant to assist in any asset repositioning efforts. A kickoff meeting with the consultant team was held on March 7, 2022. Weekly meetings will be held for at least six months as the portfolio plan is developed for Board approval. Initial priority will be given to units that may meet disposition standards due to obsolescence.

Restructure of Housing Choice Voucher Program for Enhanced Performance: SLHA retained Nan McKay to complete an overall assessment of its Housing Choice Voucher program that included file reviews, review of current processes and interviews with staff. In its report to SLHA, Nan McKay made several recommendations that, if considered, may result in enhanced departmental outcomes. Many of the recommendations, coupled with a few additional policy changes, will be implemented during the first quarter of 2022. SLHA has recently retained Nan McKay to assist with operations as we navigate the hiring of key staff members. The consultants began onsite work on March 15, 2022.

Reduction in Capital Projects Backlog with Improved Occupancy: Due to a delay in receiving environmental approval from HUD, several capital fund projects have been delayed for over two years. We have begun to receive approvals and anticipate commencing several projects during the first quarter of 2022. In particular, the repair of several dozen units in our portfolio should receive environmental approval in 2022, which will allow the units to be brought back online and occupied by low-income families. Solicitations have recently been issued for several offline units, including those at McMillan and Samuel Shepard Apartments. A contract for repairs to Parkview was executed in late-February.

Customized Safety Plan for Developments: Crime continues to be a major issue in the City of St. Louis. To ensure the safety and security of all residents in our public housing portfolio, the creation and implementation of safety plans for each development will be prepared with input from the St. Louis Metropolitan Police Department, property management companies and Tenant Affairs Boards. The target completion is June 1. SLHA will prepare a questionnaire that will be completed by each site to assist in the preparation of draft plans.

Other Updates:

Technology: As SLHA staff begin to make a full return to the office, two important technology improvements will be used to ensure social distancing and greater efficiency. Self-service kiosks will be installed to allow residents/participants the opportunity to upload documents, complete forms, and access vital information, such as employment opportunities and rental and utility assistance programs. In addition, a "queuing" system will allow for visitors to schedule

appointments and sign in via mobile phone (receiving a notification when their appointment is upcoming and imminent).