

On July 24, 2019, the Saint Paul Public Housing Agency (PHA) Board of Commissioners approved the following actions:

- General Depository Agreement; U.S. Bank Checking Accounts
- 2019 Allina Health Charitable Contributions Application By the Presidents Council, City Wide Residents Council and PHA
- Special Board Meeting
- Veterans Affairs Supportive Housing (VASH) Vouchers; “Registration of Interest” to Receive Additional Vouchers
- Section 8 Project-Based Vouchers; Sibley Park; Assignment of Contract for Housing Assistance Payments
- Section 8 Project-Based Vouchers; Sibley Court; Assignment of Contract for Housing Assistance Payments

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** General Depository Agreement
U.S. Bank Checking Accounts**DATE** July 24, 2019

Staff requests Board approval of Resolution 19-07/24-1 instructing U.S. Bank on the handling of funds for the PHA's bank accounts. The Rental Assistance Demonstration (RAD) conversion requires housing agencies to update their General Depository Agreement (HUD-51999) to include the related RAD bank accounts.

Following Minnesota law, staff modified HUD's form General Depository Agreement as follows:

- Paragraph 2 was changed from 100% required collateral to 110% required collateral as required by Minnesota Statute 118A.03 subd.3; and therefore
- Paragraph 12 was completely removed, following the instructions in the HUD form ("Strike this paragraph if paragraph 2 applies.").

RPM

Attachment: Resolution
General Depository Agreement

**PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL
RESOLUTION NO. 19-07/24-1
SIGNATURES FOR U.S. BANK**

WHEREAS, the Public Housing Agency of the City of Saint Paul (PHA) requires checking accounts and other banking services to administer its programs; and

WHEREAS, the PHA currently maintains multiple checking accounts at U.S. Bank for the Low Income Public Housing Program, the Housing Choice Voucher/Section 8 Program the Building Fund; and Rental Assistance Demonstation projects.

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires a General Depository Agreement for banking accounts held by public housing agencies;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Public Housing Agency of the City of Saint Paul as follows:

1. The Board approves the updated and attached General Depository Agreemeent (HUD-51999) that explains the terms and conditions by which U.S. Bank will handle PHA bank accounts.
2. The Board authorizes U.S. Bank to handle funds in accordance with the Agreement.
3. This resolution shall take effect upon the acceptance of a HUD representative.

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

REPORT TO COMMISSIONERS

FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR

REGARDING 2019 Allina Health
Charitable Contributions Application by the
Presidents Council, City Wide Residents
Council and PHA

DATE July 24, 2019

Staff requests Board approval to apply for a grant of \$7,500 through the 2019 Allina Health Charitable Contributions program, in partnership with the Presidents Council of PHA Hi-Rises and the City Wide Residents Council. The Resident Councils would use these funds to work with staff to develop the following partnership activities:

1. Bounce Back Program (\$1,000): Continue and expand the Bounce Back program throughout the PHA, in partnership with Allina Health. Bounce Back promotes health and builds resilience through happiness, gratitude and social connection. A pilot youth-focused program is currently taking place in partnership with the Summer Meals Program at Roosevelt Homes. This would include purchasing necessary supplies to support these events.
2. 1593 Jackson Street Soil Remediation (\$2,000): Implement organic soil remediation (removing toxic materials) for the 1593 Jackson Street Community Garden, in partnership with Ramsey County Master Gardeners and the McDonough resident gardeners. The project will create more space for future community gardens, increase access to healthy foods, and build social connection among residents living at McDonough Homes. The requested funds would cover the cost of contract services and necessary supplies to support soil remediation efforts.
3. Raised Garden Beds (\$2,000): Purchase additional raised bed garden boxes to expand gardening opportunities for residents, especially elderly or disabled residents.
4. Saint Paul Food Resource Guide (\$1,000): Print and distribute the Saint Paul Food Resource Guide and Health Resource Map to public housing residents. The Saint Paul Food Resource Guide and Health Resource Map is a new resource for partners, clinics, and the community to promote no-cost or low-cost food and health resources available in Saint Paul.
5. ACOP Youth Ping-Pong Program (\$500): Support a new ACOP Youth Ping-Pong Program to encourage increased physical activity and social connection among youth at McDonough Community Center in partnership with ACOP. The requested funds would cover the cost of a ping-pong table and related equipment and supplies.

6. “Mindfulness” Skill-Building Workshops (\$1,000): Provide Skill-Building Workshops on “Managing Chaos in a Chaotic World Mindfully”. These workshops are designed to help staff and Resident Council officers build skills for reducing stress, relaxation, focus, de-escalation, community connection and overall wellbeing. The requested funds would cover the contract cost and supplies to support the workshops.

In May 2019 Allina Health invited the PHA and selected other community partners to apply for these funds, with funding requests accepted through July 24, 2019. Staff presented the proposed list of activities to the Resident Council leadership groups to seek their official support to apply for funding. The Presidents Council approved the request on July 15, 2019. The City Wide Residents Council approved the request on July 16, 2019.

Allina Health has generously supported other activities that support health, wellness and social connection for PHA residents. Since 2012, on behalf of the City Wide Residents Council and the Presidents Council, the PHA has received \$9,000 in Allina Health Charitable Contributions and \$24,020 in Neighborhood Health Connection grants.

Allina Health staff have assured the PHA that the activities for which we are seeking funding will not be a conflict of interest for Allina Health. The 2019 Allina Health Charitable Contributions will also supplement the current \$70,000 grant from the Minnesota Health Department to the PHA and St. Paul-Ramsey County Public Health under the Statewide Health Improvement Program (SHIP 4, Year 4) to continue implementing health-related activities.

Staff anticipates that Allina Health announce the grant awards in August 2019.

ANH/BAC

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** Special Board Meeting**DATE** July 24, 2019

Staff recommends Board approval to hold a special August Board meeting on August 14, 2019 because it appears there will be business items for consideration. There will be a series of documents related to RAD that need Board approval in order to meet the deadline for the RAD conversion closing on September 4, 2019. If there are other business items for consideration, they will be included in the agenda and Board packet. The Board packet will be delivered to the Commissioners on August 9, 2019.

The Agency By-Laws state that "Special meetings of the Agency may be held at any time on written call of the Chairperson or any two Commissioners of the Agency. Each Commissioner shall be given at least three days' written notice of a special meeting which may be given either by mail or by personal delivery. The notice shall state the time, place and purpose of the meeting, and no other business shall be considered than shall have been specified in the notice. Special meetings of the Agency in committee may be held at the call of the Chairperson of the committee communicated to each members of the committee." (Article IX, Special Meetings.)

The August regular business meeting will be held on August 28, 2019.

JMG/FAH

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

REPORT TO COMMISSIONERS

FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR

REGARDING Veterans Affairs Supportive Housing
(VASH) Vouchers; “Registration of Interest”
To Receive Additional Vouchers

DATE July 24, 2019

Staff recommends Board approval of Resolution No. 19-07/24-04 to request more Housing Choice Vouchers (HCV) for homeless veterans through VASH (Veterans Affairs Supportive Housing), a joint program of the U.S. Department of Housing & Urban Development (HUD) and the U.S. Department of Veterans Affairs (VA).

The 2019 Appropriations Act provided \$40 million that will support approximately 5,000 new HUD-VASH vouchers, according to a recent HUD notice (PIH 2019-15). As explained in the notice dated July 5, 2019, awards will follow a two-step process:

- 1) “Registration of Interest”: Eligible PHAs must first register their interest in receiving more VASH vouchers by sending an email and attaching a Letter of Support from the local VA Medical Center.
- 2) Based on a relative need formula, registered PHAs will receive an invitation to apply for a specific number of HUD-VASH vouchers.

The notice describes new “threshold factors” that must be met for any PHA interested in receiving additional vouchers. In order to qualify, a PHA must have at least a 70% VASH utilization rate (percent of authorized VASH vouchers that are leased) for March of 2019. If a PHA does not qualify under that factor, it must have “greater than 100% HCV program budget utilization” as of March, 2019. The St. Paul PHA qualifies under either of these criteria, with approximately 71% of our VASH units utilized in March of 2019, and approximately 104% of HCV Housing Assistance Payments expended as of March, 2019.

Staff have requested a letter of support from the local VA, and we expect that it will be forthcoming. Though VASH voucher utilization remains lower than the general HCV Programs, staff are working actively with the Minnesota Department of Veteran Affairs and the local Veteran Affairs Medical Center to end vet homelessness. Staff are also reviewing applications for project-basing the VASH vouchers received by the Minnesota Housing Finance Agency, which will help to more fully utilize this resource. With the Board's approval staff will submit the Registration of Interest to HUD before the August 19, 2019 due date, and later accept any vouchers that may be offered.

DJM

Attachments: Resolution No. 19-07/24-04

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

RESOLUTION NO. 19-07/24-04

**APPLICATION TO THE UNITED STATES
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
FOR HOUSING CHOICE VOUCHERS (SECTION 8) FOR THE
HUD-VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH) PROGRAM**

WHEREAS, the Public Housing Agency of the City of Saint Paul (PHA) has undertaken the provision of decent, safe and sanitary housing for families pursuant to Section 8 of the United States Housing Act of 1937, as amended (42 USC 1437, et seq.); and

WHEREAS, the PHA currently administers a combined Section 8 Voucher Program with 4,714 units, which includes 231 vouchers under the HUD-Veterans Affairs Supportive Housing (VASH) Program in addition to regular Housing Choice Vouchers, Mainstream/Disability Vouchers, Family Unification Program Vouchers, and Mod Rehab Single Room Occupancy units; and

WHEREAS, HUD has invited interested agencies to apply for additional VASH vouchers, first by registering interest in receiving them, and then if invited by HUD, submitting an application; and

WHEREAS, the PHA meets the established threshold factors for receiving more VASH vouchers; and

WHEREAS, additional VASH funding would enable the PHA to benefit more homeless veterans and their families, as well as the community;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Public Housing Agency of the City of Saint Paul as follows:

1. The Executive Director or his designee is authorized and directed to register interest, and then if invited
2. , to prepare and submit an application for additional Housing Choice Voucher subsidies for the HUD-Veterans Affairs Supportive Housing (VASH) Program;
3. The Executive Director or his designee is also authorized to prepare and submit such additional documentation and data as required by HUD in support of such application, including, but not limited to, necessary budget documents in order to execute an Annual Contributions Contract; and
4. The Executive Director or his designee is authorized to execute all documents required by HUD or the Veterans Administration to administer the additional VASH vouchers.

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

REPORT TO COMMISSIONERS

**FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR**

REGARDING Section 8 Project-Based
Vouchers; Sibley Park; Assignment of
Contract for Housing Assistance Payments

DATE July 24, 2019

Staff requests approval of Resolution No. 19-7/24-2 to authorize transferring the Housing Assistance Payments (HAP) contract for 24 units of Section 8 Project-Based Voucher (PBV) assistance at Sibley Park Apartments, located at 211 East Seventh Street in downtown St. Paul, to a different ownership entity. The current owner is “Sibley Park Limited Partnership”; and the new owner will be “OAH Sibley Park, LLC”.

Sibley Park Apartments consists of a single building with 114 units. The 24 units receiving PBV rent subsidies are scattered among the 90 market-rate apartments (“mixed-income housing”). The PBV units include 16 two-bedroom apartments and 8 three-bedroom apartments. The original 10-year HAP-PBV contract began February 1, 2002 when the building (originally called Cooper Park Apartments) was newly constructed in the redevelopment area known as the North Quadrant. The HAP contract was renewed for an additional five years effective February 1, 2012, and again for an additional five years, effective February 1, 2017. The current contract’s expiration date is January 31, 2022. A copy of the current contract is attached to this report.

As explained in the original Board report from May 24, 2000, Sherman Associates originally developed Sibley Park through a variety of different funding sources. However, the PBV subsidy was the only rental assistance available at the time to make the units affordable for their targeted income levels. The Board later approved increasing the contract from 21 to 25 units of assistance (see attached June 28, 2000 Board Report); and one unit was subsequently removed from the contract so the total now is 24.

Sherman Associates, which has been managing the property ever since it opened, has agreed to convey the property to a new entity, OAHS Sibley Park, LLC or an affiliated entity, contingent on the PHA's approval to assign the HAP contract to the new owner. OAHS Sibley Park, LLC is an affiliate of Orbach Affordable Housing Solutions LLC ("OAHS"). As stated in the attached letter to the PHA, Orbach is interested in preserving the affordability of these units upon their purchase of the property.

This conveyance will either occur by selling the real estate itself to OAHS, or by selling controlling interest in the Sibley Court Limited Partnership to OAHS. In either event, the HAP contract requires that the PHA must first consent to the ownership transfer. Staff is recommending approval of this transfer, and staff believes that OAHS or its affiliates assuming ownership and management of the property will continue to serve the intended purpose of the PBV-HAP contract, to the benefit of the building's residents and the community.

The PHA's HAP contract with Sibley Park Limited Partnership allows the proposed assignment with the PHA's written and advance consent, and the transferee's written acceptance of all of the terms and obligations. This assignment would happen upon the purchase of the property, or upon the conveyance of the ownership interest. This transfer would not change the terms of the HAP contract in any way, besides transferring the ownership interest. The PHA's Legal Counsel has monitored the situation and approves of this recommendation.

DJM

Attachment: Resolution No. 19-7/24-2
Orbach letter, dated June 13, 2019
Housing Assistance Payments Contract
May 24, 2000 Board Report
June 28, 2000 Board Report

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

RESOLUTION NO. 19-7/24-2

**TRANSFER OF HOUSING ASSISTANCE PAYMENTS CONTRACT FOR
SECTION 8 PROJECT-BASED VOUCHER ASSISTANCE
FROM SIBLEY PARK LIMITED PARTNERSHIP TO
OAHS SIBLEY PARK, LLC**

WHEREAS, the Public Housing Agency of the City of Saint Paul (PHA) has previously approved the establishment of a Section 8 Project-Based Voucher Assistance Program according to the regulations contained in Title 24 Part 983 of the Code of Federal Regulations; and

WHEREAS, the PHA Board has approved an original contract and successive renewals to provide Housing Assistance Payments (HAP) for Project-Based Voucher (PBV) assistance at Sibley Park Apartments, located at 211 East 7th Street in St. Paul; and

WHEREAS, OAHS Sibley Park, LLC, wishes to pursue ownership, and the project will continue to serve the purposes for which the PHA originally approved PBV assistance;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Saint Paul Public Housing Agency as follows:

1. The transfer of title to OAHS Sibley Park, LLC from Sibley Park Limited Partnership, or, in the alternative, OAHS's assumption of a controlling ownership interest in Sibley Park Limited Partnership, is hereby approved; and
2. The assignment of the Housing Assistance Payments Contract for twenty-four (24) units of Section 8 Project-Based Voucher Assistance at Sibley Park Apartments from Sibley Park Limited Partnership to OAHS Sibley Park, LLC is hereby approved; and
3. The Executive Director or his designee is hereby authorized to execute all documents that may be necessary to carry out these actions.

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** Section 8 Project-Based
Vouchers; Sibley Court; Assignment of
Contract for Housing Assistance Payments**DATE** July 24, 2019

Staff requests approval of Resolution No. 19-7/24-3 to authorize transferring the Housing Assistance Payments (HAP) contract for 25 units of Section 8 Project-Based Voucher (PBV) assistance at Sibley Court Apartments, located at 484 North Temperance Street in downtown St. Paul, to a different ownership entity. The current owner is “Sibley Court Limited Partnership”; and the new owner will be “OAHS Sibley Court, LLC”.

Sibley Court Apartments consists of a single building with 122 units. The 25 units receiving PBV rent subsidies are scattered among the 90 market-rate apartments (“mixed-income housing”). The PBV units include 15 two-bedroom apartments and 10 three-bedroom apartments. The original 10-year HAP-PBV contract began April 1, 2003 when the building (originally called Sibley Park Apartments Phase II) was newly constructed in the redevelopment area known as the North Quadrant. The HAP contract was renewed for an additional five years effective April 1, 2013, and again for an additional five years, effective April 1, 2018. The current contract’s expiration date is March 31, 2023. A copy of the current contract is attached to this report.

As explained in the original Board report from May 21, 2001, Sherman Associates originally developed Sibley Court through a variety of different funding sources. However, the PBV subsidy was the only rental assistance available at the time to make the units affordable for their targeted income levels.

Sherman Associates, which has been managing the property ever since it opened, has agreed to convey the property to a new entity, OAHS Sibley Court, LLC or an affiliated entity, contingent on the PHA's approval to assign the HAP contract to the new owner. OAHS Sibley Court, LLC is an affiliate of Orbach Affordable Housing Solutions LLC ("OAHS"). As stated in the attached letter to the PHA, Orbach is interested in preserving the affordability of these units upon their purchase of the property.

This conveyance will either occur by selling the real estate itself to OAHS, or by selling controlling interest in the Sibley Court Limited Partnership to OAHS. In either event, the HAP contract requires that the PHA must first consent to the ownership transfer. Staff is recommending approval of this transfer, and staff believes that OAHS or its affiliates assuming ownership and management of the property will continue to serve the intended purpose of the PBV-HAP contract, to the benefit of the building's residents and the community.

The PHA's HAP contract with Sibley Court Limited Partnership allows the proposed assignment with the PHA's written and advance consent, and the transferee's written acceptance of all of the terms and obligations. This assignment would happen upon the purchase of the property, or upon the conveyance of the ownership interest. This transfer would not change the terms of the HAP contract in any way, besides transferring the ownership interest. The PHA's Legal Counsel has monitored the situation and approves of this recommendation.

DJM

Attachment: Resolution No. 19-7/24-3
Orbach letter, dated June 13, 2019
Housing Assistance Payments Contract
May 23, 2001 Board Report

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

RESOLUTION NO. 19-7/24-3

**TRANSFER OF HOUSING ASSISTANCE PAYMENTS CONTRACT FOR
SECTION 8 PROJECT-BASED VOUCHER ASSISTANCE
FROM SIBLEY COURT LIMITED PARTNERSHIP TO
OAHS SIBLEY COURT, LLC**

WHEREAS, the Public Housing Agency of the City of Saint Paul (PHA) has previously approved the establishment of a Section 8 Project-Based Voucher Assistance Program according to the regulations contained in Title 24 Part 983 of the Code of Federal Regulations; and

WHEREAS, the PHA Board has approved an original contract and successive renewals to provide Housing Assistance Payments (HAP) for Project-Based Voucher (PBV) assistance at Sibley Court Apartments, located at 484 North Temperance Street in St. Paul; and

WHEREAS, OAHS Sibley Court, LLC, wishes to pursue ownership, and the project will continue to serve the purposes for which the PHA originally approved PBV assistance;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Saint Paul Public Housing Agency as follows:

1. The transfer of title to OAHS Sibley Court, LLC from Sibley Court Limited Partnership, or, in the alternative, OAHS's assumption of a controlling ownership interest in Sibley Court Limited Partnership, is hereby approved; and
2. The assignment of the Housing Assistance Payments Contract for twenty-five (25) units of Section 8 Project-Based Voucher Assistance at Sibley Court Apartments from Sibley Court Limited Partnership to OAHS Sibley Court, LLC is hereby approved; and
3. The Executive Director or his designee is hereby authorized to execute all documents that may be necessary to carry out these actions.