MEMBERS PRESENT  Juan Daniel Castro, Rich Kogelschatz, George Larimore, Mike McDaniels, Larry Titley, Lee Nelson Weber

Angie Sanborn, Troy Stressman, Sadie Erickson

STAFF PRESENT  Chris Bennett, Kim Cross, Scott Page, Zoe Post, Steve Recker, Dennis Sturtevant, Stephen Wooden, Jessica Johnson, Sarah Tafelsky, Karen Monroe, Jessica Beeby, Grace Thuo, Mason Lundsted, Brandon Watson

The meeting was convened via video conference at 11:30 AM by Mr. Kogelschatz.

APPROVAL OF MINUTES  

Motion to approve the minutes of the March 8, 2021 RED & Asset Management Committee meeting was made by Lee Nelson Weber, seconded by George Larimore, and carried unanimously.

PROPERTY-BY-PROPERTY STRATEGIC PLAN

Ms. Long reviewed the property-by-property strategic plan, which provides short-term and long-term property goals based on the past three years and on NeighborWorks MFI metrics and in-house Dwelling Place metrics. Ms. Long discussed essential fourth quarter metrics to frame the conversation:

- Net cash flow, operating expenses, turnover, NOI to budget, and resident satisfaction all improved from 2019 to 2020
- Debt service coverage ratio, vacancy loss, average days vacant, economic vacancy, tenant receivables, and recertiication time did not perform as well in 2020 compared to 2019, largely due to the COVID-19 pandemic.

Because of the effects of COVID-19, the property-by-property strategic plan is based on the variance of data from the past 3 years rather than the pre-pandemic goals that were set. Only properties that failed to meet metrics after accounting for this adjustment have corresponding short term goals listed in their plan. Major notes and additional comments were as follows:

- BSP: significant increase in resident satisfaction (67% in 2019 to 80% in 2020); as with other referral properties, long-term goals include streamlining this process to minimize average days vacant.
- Calumet: short term goal to collaborate with GRHC to convert project-based vouchers to RAD.
- Chaffee: needs improvement in average days vacant, even when accounting for COVID-19; as with other commercial spaces, many retail spaces have been converted to live/work spaces, but the original proformas do not reflect this change and its effect on vacancy loss.
- Commerce, Verne Barry: improve referral process, especially since there was a significant fall in outreach due to COVID-19.
- Ferguson: construction and relocation is going well.
- Goodrich: as with other properties with few residents with housing vouchers, improving collection rate will be a major short-term priority.
- Grandville: rehab costs for CLT conversion will be partially funded by sale proceeds.
- Harvest Hill: exit from RD program caused some loss as tenants re-applied for tenant-based vouchers and the eviction moratorium was in place. Nearly all residents have completed their applications.
- Herkimer: 7 move-outs in early 2020 led to significant vacancy loss since the units could not be turned due to stay-at-home orders.
- Kelsey, Lenox, Peterlien: financial capability pilot implemented to help improve collection rate (few residents have housing vouchers).
- Midtown: 2 move-outs early in 2020 negatively affected average days vacant
- Roosevelt: performed much better than in previous years but numbers still off due to unbudgeted security coverage; exploring potential use of vacant gymnasium as possible CLT site.
- Plaza Roosevelt/Brillante Apartments: expecting full occupancy at Suroeste Brillante by the end of the week.
- West Shore: 12 move-outs and 20 vacancies total negatively affected average days vacant and vacancy loss.
- Weston: possible future restructuring of the parking lot into a mixed-use structure.
- White River: significant increase in resident satisfaction (64% in 2019 to 82% in 2020) following increased resident engagement programs.

**PROJECT UPDATES AND OTHER NEWS**

**CLT:** Applying for sale of rental conversion properties to households up to 80% AMI from MSHDA. Working with Pinnacle Construction to develop potential 20-30 units on Burton. Hoping to have the first CLT home sale by the end of April.

The Spectrum Health board will vote tomorrow on the $600,000 CLT grant.

**ADJOURNMENT**

The meeting was adjourned at 1:14 PM by Mr. Kogelschatz.