

**March 2, 2023 Meeting of the Housing Opportunity Fund Advisory Board for the Urban
Redevelopment Authority of Pittsburgh**

A. Roll Call

Lena Andrews, Morgan Overton, Karen Garrett, Jerome Jackson PhD, Deb Gross, Mark Masterson, Deidra Washington, Paul Spradley PhD, Derrick Tillman, Aster Teclay, Adrienne Walnoha, Kellie Ware, Esq. (Chair)

Not Present: Alan Sisco, Jamil Bey PhD, Marcus Reed

URA Staff Present: Susheela Nemani- Stanger, Evan Miller, Derek Kendall-Morris, Jahd Burns, Kristen Leuschen, Kyle Novak, Victoria Jackson, Rae Ann Driscoll, David DiBernardo, Niklas Persson, Donna Freeman, Melinda Ward, Breanna Benjamin, Chad Barnett

Guest Presenters: Kyle Webster

B. Review and Acceptance of Minutes from February 2, 2023 Meeting: Approved.

Derrick Tillman motioned to approve. Paul seconded the motion. All in favor, no opposed, no abstentions.

C. Public Comment: No Public Comment.

D. Housing Stabilization Program Implantation Updates: Presented by Kyle Webster.

Allegheny Housing Stabilization Collaborative (AHSC)- Bringing together five primary funding sources from Allegheny County for rental assistance and housing stabilization and requesting HSP Funds to be used. There were multiple bidders on the RFP grant looking to create a front door for all programs that includes Action Housing, YWCA, the Urban League of Greater Pittsburgh, Neighborhood Allies, Just Mediation Pittsburgh, Rent Help PGH, and Wave are all a part of the collaborative.

- Requesting to approve HSP Funds to be used to internally reimburse Action Housing for the Supersedeas Funds as well as Emergency Fund, which will allow rental assistance money to stretch much further.
 - Opportunity Fund Supersedeas Fund: Pittsburgh Union RR pays a tenants supersedeas to the Court of Common Pleas. PURR informs us of the names and provides proof of who they have paid. Tenants are deemed eligible for a rental assistance program. Action Housing pays the landlord all months not including the supersedeas payment. Action Housing then pays the supersedeas payment to the Opportunity Fund Supersedeas Fund. Then finally, the Opportunity Fund Supersedeas Fund reimburses PURR for the supersedeas payment. Will help funds continue through the next year.
 - The fund will operate dollar by dollar.
 - Rental Assistance Fund → Opportunity Fund Supersedeas Fund → PURR

- Questions/Comments: Kellie Ware in agreeance that this is a great innovation and solution to leveling funding.

Motion to approve made my Derrick Tillman for HSP Rental Assistance Fund to be used for the opportunity Supersedeas Fund. Jerome Jackson seconded motion. All in favor with Lena Andrew as an abstention, the motion carries.

- Pittsburgh Foundation Emergency Fund: An individual facing lock-out from a rental unit within 5 business days contacts Action Housing. Action Housing will start working with the individual to complete the pre-application screening form. Action Housing then approves an emergency payment from the Pittsburgh Foundation Emergency Fund. Payment will be made within one business day. Action Housing staff will work with the tenant to qualify for another program. If eligible, Action Housing then reimburses the Pittsburgh Foundation Emergency Fund with Rental Assistance Fund dollars.
 - The fund will offer overdraft protection and is not a dollar for dollar, so eventually this fund will be exhausted, but it will allow emergency response for true emergencies.
 - Pittsburgh Foundation Emergency Fund → Landlord
 - If eligible: Rental Assistance Fund → Pittsburgh Foundation Emergency Fund
- Questions/Comments

Mark Masterson- In agreement with this program, would like contact information for Kyle Webster to be shared which is kwebster@actionhousing.org.

Derrick Tillman- Will funds allow you to reply quick enough for tenants for it to be paid in the allotted time, not just approved, but paid? - Kyle stated it is a one business day turn around commitment.

Motion to approve for by Mark Masterson to allow HSP Funds enable action housing to reimburse Pittsburgh Foundation Emergency Fund with Rental Assistance Fund Dollars. Deb gross seconded the motion. All in favor with an abstention from Lena Andrews, the motion carries.

E. Ledlie Street Townhouses: Presented by Victoria Jackson.

Predevelopment loan request from HOF 2022 For Sale Development Program Funds for \$60,000 to finance new construction of two (2) for-sale townhomes that will be affordable to buyers at or below 80% AMI which will begin in July 2023 and be completed February 2024. Amani Christian Development Corporation will serve as developer. Funds used for architectural/engineering design services, consultant services, permits, fees, and other project administrative costs.

- Total predevelopment cost of \$130,000 with other financing sources including Amani CDC equity (\$30,000), Bridgeway Capital (\$40,000). The project was also awarded 2022 FHLB AHP for \$300,000.
 - Questions/Comments-
 - Mark Masterson- What is meant by special needs? Victoria doesn't have the specifics, but will refer to Amani and Reverend Waltz, but typically considered whatever meets the ADA requirement for that term.
 - Jerome Jackson- Stating from the presentation that they are receiving money from federal home loan bank, which refers to someone with a physical needs, mental needs, and special needs.

Motion to approve by Mark Masterson. Paul Spradley seconded the motion, with Derrick Tillman recused from the vote. All in favor with no abstentions.

F. URA Administrative Updates: No updates.

G. Advisory Board Administrative Updates:
Committee Reports- HOF AB Members

Election Timeline Reminder- Election on April 6, 2023. The week of the 20th nominations will be accepted and then will be put forward the week of the 27th for the Advisory Board Members to consider.

HOF Advisory Board Retreat Updates- St. Patrick's Day from 11-2pm in person. Located at the Hot Metal Faith Community on 2700 James St. on the South Side. Food will be provided. Parking lot is attached and there is free parking in the surrounding neighborhood.

H. Programmatic Expenditures and Updates: Regular Update by Jahd Burns. Presented data on the Small Landlord Fund, the Down Payment and Closing Cost Assistance Program, the Housing Stabilization Program, the Legal Assistance Program, the Homeowners Assistance Program, the Rental Gap Program, and the For-Sale Development Program.

- Questions/Comments:
 - Kellie Ware and Mark Masterson- Appreciates the improvements of the charts which make them easier to understand.
 - Derrick Tillman- Are 2023 funds available? Not yet, typically in April or May, but once they are they will be included in the charts.
 - Derrick Tillman- What council district shows the 1 percent? Council District 8 which is Council woman Strassburger's district in Squirrel Hill.
 - Aster Teclay- Stated it is helpful to see it visualized by Council Districts because helps Pittsburghers choose the community, they would like to live in.

- I. Announcements: The next HOF Advisory Board Meeting is Thursday, April 6, 2023, at 2:00 PM. It will be held in City Council Chambers with remote options.

- J. Adjournment: Motion to by Deb Gross and seconded by Aster Teclay.