


CERTIFICATE OF APPROVAL OF MINUTES

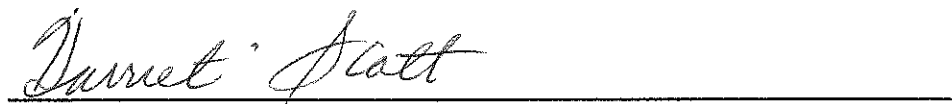
MINUTES OF: August 26, 2014

APPROVED ON: September 30, 2014



President

ATTEST:



Secretary

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
August 26, 2014

Present: Jeremy Keckler, William Earley, Harriet Scott, and James Wiederrich

Absent: John Peckham

Others

Present: Shireen Ranschau, Dianne Hovdestad, Vernon Kreun, Ramona Muirhead,
Donna Rollag, Les Kinstad and Paul Hess

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:30 a.m.

APPROVAL OF MINUTES OF JULY 22, 2014

Chairman Keckler called for a motion to approve the minutes of the July 22, 2014 meeting. Commissioner Earley moved to approve the Minutes. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 4, Noes, 0.

FINANCIAL REPORT

Vernon presented the Financial Report for the period ending July 31, 2014. He has shifted the funds from the general operating fund to the restricted money market funds. The amount of \$51,097.76 (net change) is reflected in the Public Housing insurance proceeds.

Vernon reviewed the balance sheet for the miscellaneous programs. All receivables have been received in August. In the income statement, there is a variance of \$9,898 in administrative fees. HUD changed the method for collecting admin. fees in the Shelter Plus program. All costs have to be documented instead of receiving a percentage of the funds spent.

Vernon explained the Public Housing balance sheet. The cash restricted account shows an amount of \$51,097 which was insurance proceeds for the hail damage. We are still waiting for proceeds from the fire damage. There is a total of \$156,213 in unrestricted funds. Vernon noted the variances in the Public Housing income statement. We have spent less in non-routine expenses but more for maintenance materials and maintenance contracts for renovations for two houses. There is a \$16,257 Y-T-D gain which is ahead of budget.

Vernon said South Sycamore Estates balance sheet shows \$7,919 is due to the SFHRC account. This continues to decrease. Total revenue is at 87% of the budget. The Y-T-D gain is \$8,452.

Vernon reviewed the balance sheet for the Housing Choice Voucher Program. The restricted cash amount is the same as the June 30, 2014 net restricted balance. Vernon said the income statement for the Housing Choice Voucher program shows we are at 85% of the budget for revenue and 78% for expenses. The Y-T-D loss is \$56,487 which is \$34,408 ahead of what was anticipated. Discussion followed.

Vernon reviewed the Family Self-Sufficiency balance Sheet. Everything is on track. The income statement shows we are at 83% of the budget. Total expenses are at 73% of the budget. The Y-T-D gain is \$13,991. Funds for the special needs fund have been disbursed.

Vernon said the balance sheet for the General Operating Fund shows nothing unusual. The income statement shows we are running behind in total revenues that is caused by management fees. Fees for property management are down due to late openings of projects and slow lease-ups. Total revenue is at 78%. Total expenses are at 83%. There is a Y-T-D gain of \$76,592 but we are short in the amount of \$14,247 of what was budgeted.

Vernon said the Consolidated income statement shows total revenues at 84% and total expenses at 78%. The Y-T-D gain is \$89,291 which is \$43,507 better than what was budgeted.

The fiscal year 2015 budget will be presented at the September meeting

OCCUPANCY REPORT

Dianne presented the Occupancy Report. She stated 126 vouchers were issued since June 10, 2014. Of those, 50 individuals are under HAP contracts. She reviewed the chart showing the number of days from the voucher issuance to be placed under HAP contracts. We have 76 out looking. She said every month about 22 people go off the program. We have to replace those and lease up new tenants. Dianne said we are trying different things to increase our lease up: Each Housing Specialist will interview five initial clients per week. Also, every other week 80 letters will be sent out to people on the waiting list.

Dianne gave an update on the Public Housing fire. Information concerning the fire, the demolition deposition application and other documents were submitted to HUD. We are waiting to hear back from HUD.

FAMILY SELF-SUFFICIENCY REPORT

Ramona stated FSS is getting new software. The conversion will take several weeks. The United Way Campaign Kickoff will be held on September. 5. On September 3 FSS will have a booth at Citibank for their United Way rally.

A motion was made by Commissioner Earley to accept the monthly reports. Commissioner Scott seconded the motion. The motion passed, Yeses, 4, Noes, 0.

TRAVEL REQUEST

Dianne is submitting a travel request to attend the NAHRO National Conference and Exhibition which will be held on October 16-18, 2014 in Baltimore, Maryland. In addition, she has accepted an appointment by NAHRO's Board of Ethics and Credentialing Trustees to serve on the Assessment Board for NAHRO's Professional Development System. Shireen said Dianne has been named as a "NAHRO FELLOW". Dianne earned this distinction because of her many accomplishments and service to NAHRO and the housing/community development industry. Commissioner Earley made a motion to approve the travel request. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 4, Noes, 0.

PUBLIC HOUSING ASSESSMENT SYSTEM SCORE

Shireen reviewed the Public Housing Assessment System (PHAS) Score Report. SFHRC received a total score of 79 out of a maximum of 100 points. Our designation status is a "Standard Performer." We lost points due to the physical inspection that was done last Fall. Shireen explained that 13 of the 25 houses were inspected. She noted the types of deficiencies that were found. HUD also looks at management which includes the occupancy of the units (how many units were vacant and how long they were vacant) and accounts receivables. Shireen explained the recording of accounts receivables will be changed to only reflect current tenants.

EXECUTIVE DIRECTOR'S REPORT

House fire at 2023 S. Grange: Shireen updated the Commission on the status. She handed out a map of the Augustana neighborhood that shows rental properties and other occupied properties. The neighbor living next door to this house is a professor at Augustana and one of the few homeowners in the block. He has contacted City Councilor Michelle Erpenbach with complaints about the properties. One of his complaints was the number of police calls to the property. Shireen obtained a list of police calls and the type of calls. Discussion followed. The neighbor wants to buy the property but he has been told the property is not for sale. HUD regulations must be followed for the repair or replacement of this property. Shireen will respond to Councilor Erpenbach.

Shireen provided an update on the current AHS projects:

There was a ribbon cutting for Duluth Heights last week.

Spring Pointe: This is a four-plex located at the corner of West 3rd Street and North Spring Avenue. The four-plex consists of two 3-bedroom and two 2 bedroom. Construction will be completed next week. All four apartments are spoken for.

Highland Five: These homes are located at the corner of East 5th Street and Highland Ave. There are five units for ages 55 and older. They will be completed the end of September. Discussion followed regarding the vandalism to the property. Three units are rented.

Shireen updated the Commission about the five single-family houses under construction.

2129 S. Duluth: This is a project being done with Augustana students. A house, occupied by an Augustana professor, was damaged in a fire and then donated to AHS. AHS is working with a student service group called Augie Big Ideas to build a new house on the site. During Augustana's homecoming weekend, students will start building the house with the assistance of a contractor. The students will help install wall panels and do painting, landscaping, etc.

OTHER BUSINESS

Shireen said there are three spheres addressing affordable housing in Sioux Falls – neighborhood revitalization, housing development and housing services. Les Kinstad talked about bringing all the

players together. He would like all three groups and the Sioux Falls Housing & Redevelopment Commission to meet at the same time and work together. Discussion followed.

Shireen suggested at a future meeting to do a review of the State statutes that relate to housing commissions.

The next meeting date is Tuesday, September 23, 2014.

The meeting was adjourned.