

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
December 9, 2014

Commissioners

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

Commissioner

Absent: John Peckham

Others

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

CALL TO ORDER/ROLL CALL

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

APPROVAL OF MINUTES OF October 28, 2014

Chairman Keckler called for a motion to approve the minutes of the October 28, 2014 meeting. Commissioner Wiederrich made a motion to approve the Minutes. Commissioner Earley seconded the motion. The motion passed, Yeses, 4, Noes, 0.

FINANCIAL REPORT

Vernon presented the unaudited Financial Report for the year ending September 30, 2014.

Vernon explained the balance sheet for the miscellaneous programs: Shelter Plus Care, HOPWA, CD HOME, Mod Rehab and New Construction. Vernon said he broke down the amounts Due From SFHRC and Due To SFHRC. Vernon explained the income statement for the miscellaneous programs.

Vernon stated the balance sheet for Public Housing has a total of unrestricted cash in the amount of \$199,404 which has been re-classed. \$153,250 is in the unrestricted net position. The income statement for Public Housing shows a turnaround in net dwelling rental fees from a negative last year to \$104 this year. The maintenance accounts for materials and contracts are over budget due to renovation of vacant houses. After depreciation, we have a Y-T-D gain of \$9,721.

Vernon reviewed the balance sheet for South Sycamore Estates. There is a negative unrestricted net position which is gradually decreasing. Tax and insurance reserves are restricted cash. The income statement for South Sycamore estates shows zero vacancies for total revenue at 105%. Expenses were up by \$1,000. The Y-T-D gain is \$17,832.

Vernon explained the balance sheet for the Housing Choice Voucher program. The restricted cash is in the amount of \$618,819 representing net restricted position of \$614,314 which is an increase of \$217,000 from last year. On December 1 HUD took \$600,000 from net restricted. There is still \$4,505 of Accounts Payable HUD from an old program that HUD hasn't closed yet. The income statement shows we are at 107% of the budget for tenant services wages because of overtime. We received more in admin fees than anticipated and we also received more HAP funds so revenue was at 101%. The Y-T-D gain is \$98,356. Discussion followed.

Vernon reviewed the Family Self-Sufficiency balance sheet. The net restricted position shows a negative amount of \$203 for the special needs fund. In the income statement, the total revenue is at 99% of budget. Total expenses are at 95% of budget. The Y-T-D gain is \$7,498. Discussion followed.

Vernon explained the balance sheet for the General Operating fund. The net restricted cash is in the amount of \$3,714 – United Way Security Deposit Assistance. He reviewed the income statement. Both total revenues and total expenses were at 97%. The depreciation gain was \$75,218.

Vernon reviewed the balance sheet for the Consolidated account. An Elimination Entry column was added to show the Due To and Due From entries were eliminated. The total net position is in the amount of \$3,181,787. Vernon then explained the income statement. The dwelling rentals is at 108% of the budget which included rents for South Sycamore Estates, AHS, public housing and the housing choice voucher program for an end of the year space allocation. Total revenue is at 101%. Some operating expenses are over 100% of the budget; however, total expenses are at 95%. There is a depreciation expense of \$63,224. The Y-T-D gain is in the amount of \$208,625. Discussion followed.

OCCUPANCY REPORT

Dianne Hovdestad presented the Occupancy Report. There is a large increase in HAP voucher lease ups from October to November – 1,689 to 1,800. She presented a Section 8 Housing Choice Voucher recap for the calendar year 2014 and reviewed the numbers. Discussion followed.

Dianne and Shireen updated the Commission on the status of the Public Housing fire. There is a large price difference between State Farm's estimate and the estimate from a contractor. State Farm's bid was \$62,015 and the bid from the contractor was approximately \$80,000. Another estimate is coming from a second contractor. Discussion followed. Dianne also stated the auditors issued some comments on the file reviews but there were no findings.

FAMILY SELF-SUFFICIENCY REPORT

Ramona Muirhead presented the Family Self-Sufficiency report. HyVee's annual fundraiser, Operation Helpful Smile ends today, December 9. This money is used for the Special Needs fund. Also, FSS is preparing for the HUD Coordinator grant application and the United Way application.

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

SEMAP CERTIFICATION RESOLUTION (Approved via email vote)

The Resolution for the SEMAP Certificate was approved via an email vote and is made a formal part of the Minutes. Shireen said she has already been notified by HUD that we received a High Performer score of 104%.

GROUP HEALTH INSURANCE RENEWAL

Shireen provided updated information from Howalt McDowell regarding our group health insurance plan which is up for renewal on January 1, 2015. There will be an increase if we remain with the \$500 deductible and a lesser increase with a \$1,000 deductible plan. Rates are based on age only. Shireen handed out information on the plan options. Discussion followed. Commissioner Wiederrich made a

motion to keep the plan the same as 2014. Commissioner Scott seconded the motion. The motion passed, Yeses, 4, Noes, 0.

EMPLOYEE PERFORMANCE EVALUATIONS

Commissioner Earley made a motion to approve the Employee Performance Evaluations and merit increases. Commissioner Scott seconded the motion. The motion passed, Yeses, 4, Noes, 0.

TRAVEL REQUEST

Shireen stated NAHRO's annual legislative conference in Washington, DC will be held on March 15-18, 2015. She is requesting approval for Dianne Hovdestad to attend this conference so she can start watching for airfare bargains and book her flight. Shireen is also requesting approval for herself or another staff person to attend the conference. Estimated travel costs were discussed. Director Wiederrich made a motion to approve Dianne and one additional staff person to attend the NAHRO meetings and the travel costs. Commissioner Scott seconded the motion. The motion passed, Yeses, 4, Noes, 0.

EXECUTIVE DIRECTOR'S REPORT

Shireen stated she attended South Dakota's annual housing conference in October. Craig Lloyd won the Friend of Housing award. Shireen reviewed the sessions she attended. Les Kinstad also attended the conference. There was discussion about housing studies and updating a housing plan for the community.

Shireen talked about the Hunger and Homeless Awareness Conference she attended in November. She passed out information regarding economic classes. While lower and higher economic classes are increasing, there is a shrinking middle class.

Shireen said she has written to HUD and is researching how to get the fair market rents increased.

Shireen also passed out the FY 2014 SD Housing Opportunity Funds Award map. There will be \$2.7 million available in 2015.

Les Kinstad announced there will be \$1 million in funding for affordable housing available from the City of Sioux Falls. The deadline is January 15, 2015.

REVIEW OF SDCL 11-7

Due to time constraints, we did not continue to review SDCL 11-7.

OTHER BUSINESS

The next meeting is scheduled for January 27, 2015.

Chairperson Keckler moved the meeting into Executive Session to discuss collective bargaining negotiations.

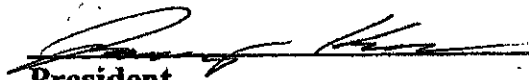
Chairperson Keckler moved the meeting out of Executive Session.

The meeting was adjourned.

CERTIFICATE OF APPROVAL OF MINUTES

MINUTES OF: October 28, 2014

APPROVED ON: December 9, 2014



President

ATTEST:



Secretary