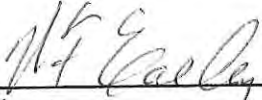


CERTIFICATE OF APPROVAL OF MINUTES

MINUTES OF: April 28, 2015

APPROVED ON: May 19, 2015



President — CHAIRPERSON

ATTEST:



Secretary

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
April 28, 2015

Commissioners

Present: Jeremy Keckler, William Earley, John Peckham, James Wiederrich
and James Beddow

Others

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

CALL TO ORDER/ROLL CALL

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

NEW COMMISSIONER OATH OF OFFICE

James Beddow, the newly appointed Commissioner for the Sioux Falls Housing and Redevelopment Commission's Board signed the Oath of Office.

ELECTION OF OFFICERS

An election was held to elect new officers; three offices are vacant: Chairman, Vice-Chairman and Secretary/Treasurer. A motion was made by Commissioner Keckler and seconded by Commissioner Beddow to elect William Earley as the Chairman. The motion passed, Yeses, 5, Noes, 0. A motion was made by Commissioner Peckham and seconded by Commissioner Wiederrich to elect Jeremy Keckler as Vice Chairman. The motion passed, Yeses, 5, Noes, 0. Commissioner Keckler made a motion to elect Commissioner Wiederrich as Secretary/Treasurer. Commissioner Earley seconded the motion. The motion passed, Yeses, 5, Noes, 0. All officers' terms will become effective at the next meeting on May 19, 2015.

APPROVAL OF MINUTES OF FEBRUARY 24, 2015

Chairman Keckler called for a motion to approve the minutes of the February 24, 2015 meeting. Commissioner Earley made a motion to approve the Minutes. Commissioner Peckham seconded the motion. The motion passed, Yeses, 5, Noes, 0.

FISCAL YEAR 2014 AUDITED FINANCIAL STATEMENT

We had a phone conference call with Janelle Mulroy from Brady, Martz & Associates. She reviewed the audited financial statements for the year ending September 30, 2014. She also reviewed the management report. Discussion followed. Vernon reviewed the audited September 30, 2014 Financial Statement for South Sycamore Estates. A motion was made by Commissioner Wiederrich to approve the audited Financial Statements. Commissioner Keckler seconded the Motion. The motion passed, Yeses, 5, Noes, 0.

FINANCIAL REPORT

Vernon presented the Financial Report for the month ending March 31, 2015. There was a very minor change in cash. Vernon reviewed the miscellaneous programs; they are right on target. The income statement shows the Admin. fees are up as we received increased fees for the Mod Rehab program effective January 1.

Vernon reviewed the Public Housing income statement. The Y-T-D gain is \$29,083; \$5,000 better than what was anticipated.

Vernon said the balance sheet for South Sycamore Estates is right on target. Total revenue is at 51%. The expenses are at 61% due to electrical and plumbing repairs. The income statement shows total revenue at 51%. The maintenance contract account is over budget by \$4,616. The Y-T-D gain is \$15,951 but there is a cash decrease in the amount of \$2,404.

Vernon reviewed the balance sheet and income statement for the Housing Choice Voucher program. He said the net restricted position for HAP funds is a negative \$18,488. There is also a negative amount of \$198,293 for the unrestricted net position. We are behind in what was budgeted for admin fees. In the income statement, the contract earned account is down \$487,839 for the year. Operating expenses are at 50% of budget. We're within \$2,190 of what was anticipated for six months.

Vernon reviewed the balance sheet and the income statement for the Family Self-Sufficiency program. The income statement shows a Y-T-D gain of \$12,836. The Special Needs fund has a balance of \$1,034.

Vernon said the income statement for the General Operating fund shows total revenue at 49% and expenses are at 46%. The Y-T-D gain is at \$51,325.

Vernon said the Consolidated income statement shows total revenue at 46%. We are on target for total expenses at 50%. The Y-T-D gain is \$54,053.

OCCUPANCY REPORT

Dianne presented the Occupancy Report. We have 38 voucher holders out looking. We are having a mini lease up extravaganza the week of May 11-15. The Housing Specialists will have appointments all day except for Wednesday, for a total of 144 appointments. We contacted 275 applicants from the waiting list and 63 have made appointments so far.

We did receive final funding notice from HUD for the Voucher program. There will be no sequestration this year.

Dianne reviewed the VASH program. The national lease up is 83%. We received a call to be one of two housing authorities to participate in a conference call with the Congressional Research office through the Library of Congress regarding problems with the VA and the landlords. Discussion followed.

The waiting list is at 3½ years with the last date for applicants applying of August 2011.

Dianne said one Public Housing unit was abandoned. We had to follow state laws for disposing of the personal items. A handicapped accessible unit located on Landsdown was flooded due to a burst water pipe. We also had another vacancy for Public Housing. South Sycamore Estates has one vacancy.

Shireen said we will be receiving 14 additional vouchers for the VASH program.

Dianne explained the port-ins and the port-outs in the voucher program. Discussion followed.

FAMILY SELF-SUFFICIENCY REPORT

Shireen said the United Way Impact Team was in the office on April 9 to review the 2015 funding request. A recent graduate of the program spoke and said how the program helped her. Shireen explained the FSS Escrow program. Discussion followed. The FSS Coordinator position has not been advertised yet. There is a workshop scheduled for this weekend running from Friday night through Saturday afternoon.

A motion was made by Commissioner Earley to accept the monthly reports. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 5, Noes, 0.

TRAVEL REQUEST

Shireen stated the Mountain Plains Regional NAHRO conference will be held in Bozeman, Montana, on June 9-11, 2015. This year, the regional conference is in collaboration with the Montana Housing Partnership. She is requesting approval for Dianne and her to attend the conference. Estimated travel costs were presented. A portion of the travel costs for Shireen to attend will be requested from Affordable Housing Solutions. Commissioner Earley made a motion to approve the travel request. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 5, Noes, 0.

DEPUTY DIRECTOR'S NAHRO PARTICIPATION

Dianne presented a request to the Commission to continue her participation in the National Association of Housing and Redevelopment Officials (NAHRO) program. A vacancy has come up for the Mountain Plains (MP) Council President's Office and she has been asked by MP Council leaders to place her name on the ballot for the position. Discussion followed regarding the amount of extra work and travel that would be required for this position. Commissioner Wiederrich made a motion to approve Dianne's placing her name on the ballot for the listed position. Commissioner Peckham seconded the motion. The motion passed, Yeses, 5, Noes, 0.

HUD 5-YEAR AGENCY PLAN

Dianne informed the Commission that HUD requires each Public Housing Authority (PHA) to complete and submit for approval, a 5-year Agency Plan. The plan would start on October 1, 2015 and end on September 30, 2019. The deadline for submitting the plan to HUD is July 18, 2015 after a 45-day public review/comment period. Dianne is looking for guidance about SFHRC's Mission Statement and its goals and objectives. She explained the proposed changes to the Mission Statement and her questions regarding the proposed goals. Discussion followed. It was decided to not make any changes now but to include the Mission Statement, goals and objectives in strategic planning.

EXECUTIVE DIRECTOR'S REPORT

Shireen provided information from the last NAHRO conference she and Dianne attended. They met with Senator Thune and with the staff of Rep. Rounds and Rep. Noem. She also passed out trending information from 2010 through 2014. Discussion followed.

OTHER BUSINESS

The next meeting is scheduled for May 19, 2015.

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

Chairperson Keckler moved the meeting out of Executive Session.

The meeting was adjourned.