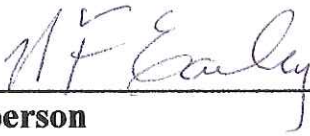


CERTIFICATE OF APPROVAL OF MINUTES

MINUTES OF: January 26, 2016

APPROVED ON: February 23, 2016



Chairperson

ATTEST:



Secretary

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
January 26, 2016

Commissioners

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

Others

Present: Shireen Ranschau, Dianne Hovdestad, Vernon Kreun, Lisa Bartell, Donna Rollag, and Les Kinstad

CALL TO ORDER/ROLL CALL

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

APPROVAL OF MINUTES OF NOVEMBER 18, 2015

Chairperson Earley called for a motion to approve the minutes of the November 18, 2015 meeting. Commissioner Peckham made a motion to approve the Minutes. Commissioner Beddow seconded the motion. The motion passed, Yeses, 5, Noes, 0.

FINANCIAL REPORT

Vernon presented the Financial Report for the month ending December 31, 2015. There is a decrease of \$13,928.35 net change. The income statement's YTD budget is on target.

We have three vacancies in Public Housing. The Public Housing's income statement budget shows \$17,969 in insurance proceeds. Total expenses are on target and we have a YTD loss of \$26,054. The capital funds have not been drawn down yet.

The balance sheet for South Sycamore Estates shows \$31,033 due to SFHRC. The income statement shows total revenue is on target and expenses are at 26%. We have a YTD gain of \$7,785.

Vernon stated the Housing Choice Vouchers revenue and expenses are both on target with a gain of \$6,627.

Vernon reviewed the FSS income statement. He said there is a \$10,031 YTD gain due to expenses down for administrative salaries and benefits.

In the General Operating income statement, we are at 24% of the budget for total revenue and are at 22% of the budget for total expenses. There is a YTD gain in the amount of \$13,575.

Vernon reviewed the Consolidated budget. Both the total revenue and expenses show we are at 26% of the budget. There is a YTD loss of \$4,560.

OCCUPANCY REPORT

Dianne presented the Occupancy Report. She said we are planning to start issuing vouchers by the end of February. She provided a printout showing the utilization of Section 8 Housing Choice Vouchers for Calendar Year 2015. Discussion followed about the reserves.

FAMILY SELF-SUFFICIENCY

Lisa presented the Family Sufficiency Report giving a recap of what's been happening in Family Self-Sufficiency since she became the Coordinator. She also reviewed the United Way Campaign and said we are working on the HUD year-end report.

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

UNITED WAY APPLICATION FOR 2017 FUNDING

Vernon reviewed the budget for the proposed United Way 2017 funding. We are requesting \$63,555. This is an increase of \$2,391 from the 2016 request. Discussion followed. Commissioner Wiederrich made a motion to approve the United Way budget. Commissioner Keckler seconded the motion. The motion passed, Yeses, 5, Noes, 0.

DISPOSITION OF PRERSONAL PROPERTY

Shireen presented a Resolution Declaring Excess Personal Property. These items shall be declared non-salvageable and shall be destroyed, recycled or donated. A motion was made by Commissioner Keckler to approve the Resolution. The motion was seconded by Commissioner Peckham. The motion passed, Yeses, 5, Noes, 0.

EMPLOYEE PERFORMANCE EVALUATIONS

Commissioner Wiederrich made a motion to approve the Employee Performance Evaluations as presented. Commissioner Keckler seconded the motion. The motion passed, Yeses, 5, Noes, 0.

PUBLIC HOUSING CONSTRUCTION UPDATE

Shireen provided an update to the Commission regarding construction on Public Housing units. Discussion followed.

EXECUTIVE DIRECTOR'S REPORT

Shireen provided an update to the Commission regarding Stan Quy's strategic plan. Surveys were mailed to random tenants who occupy our properties. After Stan gets the survey results, he will have stakeholder meetings. Discussion followed.

South Dakota Housing approved the request to no longer have a separate audit report for South Sycamore Estates. There will be a compilation included in the overall agency audit.

Shireen informed the Board of a recently discovered check scam. Discussion followed.

OTHER BUSINESS

The next meeting is scheduled for February 23, 2016.

Chairperson Earley moved the meeting into Executive Session to discuss litigation and personnel issues. Chairperson Earley moved the meeting out of Executive Session. Commissioner Peckham made a motion to adjourn. Commissioner Keckler seconded the motion. The motion passed, Yeses, 5, Noes, 0.