

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

Commissioners

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

Others

Present: Shireen Ranschau, Dianne Hovdestad, Vernon Kreun, Lisa Bartell, Donna Rollag, Les Kinstad, Paul Hess, Stan Quy and Pam Homan

**CALL TO ORDER/ROLL CALL**

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

**APPROVAL OF MINUTES OF MARCH 22, 2016**

Chairperson Earley called for a motion to approve the minutes of the March 22, 2016 meeting. Commissioner Beddow made a motion to approve the Minutes. Commissioner Keckler seconded the motion. The motion passed, Yeses, 5, Noes, 0.

**FINANCIAL REPORT**

Vernon presented a Financial Statement Summary for the month ending March 31, 2016. He said \$96,773 in insurance proceeds was transferred from the Public Housing restricted cash to the general operating cash to reimburse the general fund for Y-T-D construction in progress and the burned house.

Other programs were also briefly reviewed. Bright Futures has earned \$17,771 against an allowable reimbursement of \$20,000. The remaining \$2,229 will be earned in April. No additional funds will be available in May, June and July. The new contract begins on August 1, 2016. The administrative fees account is over budget in the amount of \$1,097.

We are at 49% of revenue for South Sycamore Estates and 51% for total expenses. There is a Y-T-D gain of \$15,630. Rent increases go in effect June 1, 2016.

Housing Choice Voucher: There is a Y-T-D increase in the net restricted position of \$45,073 and a Y-T-D gain in the unrestricted net position of \$35,059.

Family Self-Sufficiency: Total revenue is at 46% of the budget and total expenses are at 40%. Discussion followed regarding the goal to keep FSS at \$0 gain/loss. The special needs fund has a balance of \$2,207.

Vernon reviewed the General Operating fund. The balance sheet is on target. Total revenue is at 50% of the budget and total expenses are at 45%.

The Consolidated income statement shows a Y-T-D gain of \$192,751. Discussion followed.

## **OCCUPANCY REPORT**

Dianne presented the Occupancy Report. Voucher letters have not been sent yet. She said all VASH vouchers have been issued; however, there will be 7 more VASH vouchers coming available. Dianne explained the process for identifying applicants for the VASH program.

## **FAMILY SELF-SUFFICIENCY**

Lisa stated the HUD application for coordinator funding was just submitted. She is working on updating the action plan for FSS. Discussion followed.

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

## **2016-2017 HOME TBRA PROGRAM AGREEMENT**

Shireen said Community Development has provided the 2016-2017 HOME Tenant Based Rental Assistance Agreement with the City of Sioux Falls for the continuation of rental assistance for families participating in the Bright Futures program. This new Agreement is the same as the 2015-2016 Agreement. The grant amount remains the same at \$230,000 with up to \$20,000 of this amount available for reimbursement of SFHRC's administrative expenses. Discussion followed. Commissioner Wiederrich made a motion to approve the new 2016-2017 Agreement. Commissioner Keckler seconded the motion. The motion passed, Yeses, 5, Noes, 0.

## **TRAVEL REQUEST**

Shireen is requesting approval for Dianne Hovdestad and possibly, herself, to attend the Mountain Plains Regional NAHRO conference in Park City, Utah, on June 15-17. Estimated travel costs were discussed. Commissioner Peckham made a motion to approve the travel request. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 5, Noes, 0.

## **FAIR HOUSING**

Shireen stated there's a lot of information coming out about fair housing and she wanted to make the Board aware of the major changes. She handed out information about these changes and reviewed them.

## **STRATEGIC PLANNING UPDATE**

Stan Quy, consultant, provided results from the surveys that were sent to participants of the voucher program and residents of the properties managed by SFHRC. Discussion followed. Stan also noted the timeline for succession planning.

## **SF THRIVE AFFORDABLE HOUSING INITIATIVE**

Pam Homan, Augustana University, attended the meeting to share information about SF Thrive. This is a "cradle to career" initiative focusing on children and families. The Sioux Falls Development Foundation, Sioux Falls Area Foundation, Sioux Falls Community Development and United Way are the main organizations funding the initiative. The first focus is on mapping the affordable housing system and developing a model. Discussion followed.

## **EXECUTIVE DIRECTOR'S REPORT**

Shireen said a part-time accounting assistant was hired, and she will be starting on Monday, May 2. We are still looking to hire a maintenance technician.

At the May meeting, we will be updating the procurement policy and the disposition policy. The audit will also be presented at this meeting.

## **OTHER BUSINESS**

Vernon briefly reviewed the training he attended last week in St. Louis, Missouri.

Paul Hess announced he will be retiring on April 29, 2016.

The next meeting is scheduled for May 24, 2016.

A motion was made and seconded to adjourn the meeting.