

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

January

Present: Jeremy Keckler, William Earley, Harriet Scott and John Peckham

Others

Present: Shireen Ranschau, Dianne Hovdestad, Vernon Kreun,
Ramona Muirhead, Donna Rollag, Paul Hess, Les Kinstad, Lavonne Van Hove
and Bill Ziegler

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:30 a.m. Lavonne Van Hove and Bill Ziegler introduced themselves.

ELECTION OF OFFICERS

The following were nominated as officers of the SFHRC Board for the year 2014:

Jeremy Keckler	Chairman
William Earley	Vice Chairman
Harriet Scott	Secretary/Treasurer

A motion was made and seconded to elect the above named individuals as officers. The motion passed, Yeses, 4, Noes, 0.

APPROVAL OF MINUTES OF JANUARY 22, 2014

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

FINANCIAL REPORT

Vernon presented the January 31, 2014 Financial Report. The general operating account increased by \$66,290.70 and the South Sycamore Estates tax and insurance escrow decreased by \$7,345.56 which is payment for insurance and property taxes.

Vernon reviewed the balance sheet for the miscellaneous programs. All receivables are current except for Shelter Plus Care. We have been unable to access those funds due to computer program issues that have delayed the completion of annual progress reports. In the income statement, the administrative fees are running behind although we will be caught up now that we are seeing an increase in the MOD Rehab admin fees effective January 1, 2014.

On the Public Housing balance sheet, Vernon reported on the (Due To)From and the Certificates of Deposit. These amounts represent total cash in the amount of \$161,400. In the income statement, Vernon noted the accounts for Maintenance Materials and Maintenance-Contracts. We are over budget for these two accounts due to vacancies which require major renovations. He also said 100% of the PHA Capital Funds have been drawn down. We have a Y-T-D gain of \$19,633.

Vernon explained the balance sheet for South Sycamore Estates. He said South Dakota Housing decided to combine the replacement reserve and residual receipts reserve. As a result of the audit, and because of questions raised, South Dakota Housing will separate the two reserves. The Y-T-D gain is \$12,443.

Vernon reviewed the balance sheet for the Housing Choice Voucher program. He explained the Cash Restricted account and the account for (Due To)From SFHRC combined equal the net restricted assets of \$655, 298. On the Income statement for the Housing Choice Voucher program, the administrative fee revenues, \$276,804, are running behind. He explained the account, Contract Earned, which represents the Housing Assistance Payments (HAP). We received \$281,351 more than what was anticipated. Vernon noted Other Program Costs, in the amount of \$1,740 which are HAP costs that are not HUD eligible. There is a Y-T-D loss of \$24,751 which represents the loss in the unrestricted funds for the administrative portion of the Housing Choice Voucher program. We are still \$10,795 ahead of budget.

Vernon said there was nothing significant to report on the balance sheet for the Family Self-Sufficiency program. The total revenue, listed in the income statement, is on track at 33%. The expenses are at 26%. We have a Y-T-D gain of \$9,278 which is 8,870 better than what was budgeted. Also, there is a balance in the Special Needs Fund of \$1,570.

Vernon explained the balance sheet for the General Operating account. He noted the (Due To)From SFHRC in the amount of \$304,331. This is owed to other programs. Under Net Assets, Vernon stated we have \$1,228,000 in unrestricted reserves. In the General Operating income statement, he said we are running behind in revenue at 30% and the total expenses are at 34%. We have a Y-T-D gain of \$26,766 which is \$10,455 short of what was budgeted.

The income statement for the Consolidated account shows 35% of the revenue and we're at 33% of the budget. Expenses are at 31% so we're ahead of budget. We end up with a consolidated gain of \$43,369; which is \$25,501 ahead of budget.

OCCUPANCY REPORT

Dianne presented the Occupancy Report. She said we are waiting for the renewal funding for the Housing Choice Voucher program. Once we receive this information, we can determine if we can issue vouchers. She explained the two different calendar years used by SFHRC (October-September) and HUD (January-December). Dianne stated we are still working on getting the VASH vouchers leased up. We are waiting for the VA to give us names. There was one vacant Public Housing unit. We got it filled; however, we have another unit that just became vacant. Discussion followed.

FAMILY SELF-SUFFICIENCY REPORT

Ramona presented the Family Self-Sufficiency Report. We submitted the United Way application, the HUD Coordinator Grant annual report, and the license renewal for the Childcare Center. She said FSS served 81 clients in 2013 and 51% of those clients maintained a job over 6 months. Also, 30% of them attended post-secondary education. Of the 22 clients who went off of the program, 17 were totally or partially self-sufficient. Discussion followed.

Commissioner Earley made a motion to approve the monthly reports. Commissioner Peckham seconded the motion. The motion passed, Yeses, 4, Noes, 0.

2014 HOUSING CHOICE VOUCHER FUNDING

Shireen gave information to the Board about the Consolidated Appropriations Act 2014. SFHRC received information on January 28 as to how this would affect us. What we've been told so far is that there is \$17.3 billion appropriated for HCV renewal funding. Based on preliminary data, HUD is anticipating that this will allow renewal funding of housing assistance payments (HAP) costs at a pro-ration of approximately 99% of eligibility; however, this will still not be enough for us to fund 100% of our baseline. Dianne said we will not know about this for sure until the middle of March. Shireen said there is \$1.5 billion which has been appropriated for HCV administrative fees. This will allow administrative fees to be funded at a pro-ration of approximately 75% of eligibility which is better than last year when we had funding at 69%.

The Appropriations Act gives HUD authority to offset some of our net restricted assets (NRA) which go toward what we would use for housing assistance payments. We had to provide HUD with our NRA balance as of the end of December 2013. Discussion followed regarding the amount of NRA assets held as of December 31, 2013 and the HUD-held program reserves.

PRESENTATIONS ON HOPWA, BRIGHT FUTURES AND SHELTER PLUS CARE PROGRAMS

Shireen said she invited Lavonne Van Hove and Bill Ziegler to speak at the Board meeting about the Shelter Plus Care program, the Bright Futures program and the Tri-State Help Program. Bill and Lavonne both work with the HOPWA (Housing Opportunities for Persons with AIDS) program. Lavonne works with the Shelter Plus Care and the Bright Futures programs. Lavonne explained the Shelter Plus Care program that targets the chronically mentally ill and homeless individuals. Southeastern Behavior provides case management. The Bright Futures program is targeted toward homeless families and Interlakes Community Action provides case management. The HOPWA program is for individuals who have tested HIV positive. Shireen provided background information on the Tri-State Help (HOPWA) program which utilizes funding for Montana, North Dakota, and South Dakota. SFHRC administers the HOPWA program statewide. Both Bill and Lavonne gave a brief explanations of each program. Discussion followed.

EXECUTIVE DIRECTOR'S REPORT

1. Affordable Housing Solutions: Wayne Wagner was hired as the new Housing Development Director.
2. Staffing Updates: The Accounting Administrative Assistant is now on FMLA. She only works 3 days a week due to health issues. We have hired a temporary part-time person who will work 4 nights a week to fill in the gap. We are working on some staffing changes to better utilize current staff and increase efficiency.
3. Shireen stated Matt Miller, the State AFSCME Director, has resigned and he has not been replaced yet. The Collective Bargaining Agreement has been revised based on the negotiated changes. Shireen reviewed the revisions. One revision isn't written correctly. The Commission won't vote to accept the revised agreement until the corrections have been made.
4. Shireen is submitting an application for 2015 funding for Bright Futures. The request will be for \$193,000, the same amount as this year.

OTHER BUSINESS

The next meeting date is March 26, 2014.

Dianne is leaving Friday, March 7 for Washington, DC. She will be attending the NAHRO conference. Les Kinstad is also going to the conference.

The meeting was adjourned.

CERTIFICATE OF APPROVAL OF MINUTES

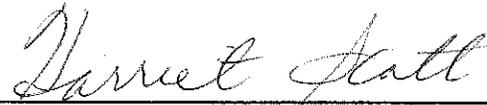
MINUTES OF: February 26, 2014

APPROVED ON: March 26, 2014



President

ATTEST:



Secretary