

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
October 28, 2014

Commissioners

Present: Jeremy Keckler, Harriet Scott, and James Wiederrich

Commissioners

Absent: William Earley and John Peckham

Others

Present: Shireen Ranschau, 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.

APPROVAL OF MINUTES OF SEPTEMBER 30, 2014

Chairman Keckler called for a motion to approve the minutes of the September 30, 2014 meeting. Commissioner Scott moved to approve the Minutes. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 3, Noes, 0.

FINANCIAL REPORT

Vernon presented the Financial Report for the period ending September 30, 2014. These are prior to fiscal year-end adjustments. When everything is closed, he said he would give the Board a final year-end financial statement at the next meeting.

Vernon said there were minor changes in the schedule of cash flow report. Money was shifted between the voucher net restricted assets and the operating fund.

Vernon explained the balance sheet for the miscellaneous programs. All account receivables are current. The Mod Rehab account has a \$19,283 receivable. HUD had a cash shortfall for September so we did not get our cash for September until October. The income statement, shows the admin fees are short \$11,555 of what was anticipated.

Vernon stated the Public Housing balance sheet shows we have \$8,726 in liabilities. The income statement shows the total expenses exceeded the budget by \$3,875 at 104%. The operating funds received \$10,240 more than anticipated, and we are \$11,083 ahead of budget. Also, we have \$51,000 in cash restricted for hail damage repairs and \$48,000 for the fire damage

Vernon reviewed the balance sheet for South Sycamore Estates. There is \$30,076 in the replacement reserve and a maintenance reserve of \$6,814. The income statement indicates total revenue at 105% of the budget and expenses at 102%. South Sycamore Estates had a good year with a positive cash flow of \$8,064. This was even with higher than anticipated maintenance expenses and exterior grounds work.

Vernon reviewed the Housing Choice Voucher balance sheet. There is a \$135,228 loss that is due to the general fund. The net restricted assets are at \$648,389 and we have a loss in the unrestricted funds totaling \$125,451. The income statement shows we collected more in housing assistance payments and

admin fees than anticipated. The tenant services-wages are over budget due to overtime. Total expenses are at 94%. The Y-T-D loss is \$101,506 but it is \$5,131 better than anticipated. Discussion followed.

The balance sheet for Family Self-Sufficiency is on track. Vernon said the income statement shows total revenue at 99%. Total expenses are at 95%. In September there were large expenses. We are over budget by \$4,512 for the new computer program software. There is a Y-T-D gain of \$7,697.

Vernon reviewed the balance sheet and the income statement for the general operating fund. The balance sheet was business as usual. Discussion followed. The income statement shows we came up short in management fees. Total income was at 93% and expenses are at 96%. The Y-T-D gain is at \$98,677 which is \$12,983 less than anticipated.

Vernon then reviewed the balance sheet and the income statement for the Consolidated fund. The balance sheets shows that we have total unrestricted funds of \$1,387,000. As of September 30, we were at 101% in revenues and expenses at 94%. Discussion followed. The net gain is \$66,932 which is small based on a \$12 million budget.

OCCUPANCY REPORT

Shireen presented the Occupancy Report. We still have many voucher holders out looking. As of September 30, there were 127 voucher holders looking for units to rent. In October fair market rents decreased by 6%. She explained how HUD calculates the fair market rents for Minnehaha, Lincoln and Turner counties. Shireen said we do not have any vacancies in the VASH and the Shelter Plus Care programs. There is one vacant Public Housing unit that that is being repaired before being rented. We have received a check from the insurance company for the house that was damaged by fire and we are holding this check as we have not received a final estimate from the private contractor yet. Discussion followed.

A motion was made by Commissioner Wiederrich to accept the monthly reports. Commissioner Scott seconded the motion. The motion passed, Yeses, 3, Noes, 0.

FISCAL YEAR 2015 BUDGET

This item was tabled from last month's meeting. Vernon said there are no changes from what was presented last month. Commissioner Wiederrich made a motion to approve the Fiscal Year 2015 budget as presented. Commissioner Scott seconded the motion. The motion passed, Yes, 3, No, 0.

WRITE-OFF RESOLUTION

Shireen presented the Write-Off Resolution of Public Housing Accounts Receivable. The tenants have vacated the units and owe SFHRC money. The amounts are written off and turned over to a collection agency. The individuals cannot apply for any housing programs until the debt is paid. Also, the information is stored in a national HUD data base and the money must be reimbursed before an individual is eligible to apply for housing assistance. Commissioner Wiederrich made a motion to approve the Write-Off Resolution. Commissioner Scott seconded the Resolution. The motion passed, Yeses, 3, Noes, 0.

EMPLOYEE PERFORMANCE EVALUATION

Commissioner Scott made a motion to approve the Employee Performance Evaluation. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 3, Noes, 0.

EXECUTIVE DIRECTOR'S REPORT

Shireen attended a Shelter Plus Care workshop in Aberdeen. She learned that SFHRC had been given incorrect information on what administrative costs can be considered. Staff will be going back to May 1, 2014 and do re-calculations to try and recapture more of our costs.

Shireen said on Wednesday, November 12, Affordable Housing Solutions will be part of a press conference to announce money received for the Field of Dreams project. Affordable Housing Solutions received \$300,000 from Community Development and \$200,000 from Wells Fargo Housing Foundation to support this project. Discussion followed.

REVIEW OF SDCL 11-7

Shireen started reviewing the South Dakota Codified Law, Chapter 11-7 which pertains to housing and redevelopment commissions. The review of the laws will continue at the November meeting.

OTHER BUSINESS

The next meeting is scheduled for November 25, 2014.

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

Chairperson Keckler moved the meeting out of Executive Session.

Commissioner Wiederrich moved to adjourn the meeting. Commissioner Scott seconded the motion. The motion passed, Yeses, 3, Noes, 0.