

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
February 23, 2016

Commissioners

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

Commissioner

Absent: John Peckham

Others

Present: Shireen Ranschau, Dianne Hovdestad, Vernon Kreun, Lisa Bartell,
Donna Rollag, and Paul Hess

CALL TO ORDER/ROLL CALL

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

APPROVAL OF MINUTES OF JANUARY 26, 2016

Chairperson Earley called for a motion to approve the minutes of the January 26, 2016 meeting. Commissioner Wiederrich made a motion to approve the Minutes. Commissioner Keckler seconded the motion. The motion passed, Yeses, 4, Noes, 0.

FINANCIAL REPORT

Vernon presented a Financial Statement Summary for the month ending January 31, 2016. He noted the total cash in the amount of \$1,599,105. This increase in cash of \$55,500 is due to \$41,933 in additional HCV administrative fees for prior periods. He said the other programs are on target. We received notice of an admin. fee rate increase in February.

Public Housing: Vernon reviewed the balance sheet and the income statement. He noted the insurance proceeds that will be transferred in February into the operating income statement. The maintenance contracts are over budget, and Vernon explained the reasons for the increase. Discussion followed. There is a Y-T-D gain of \$8,296.

South Sycamore Estates: Vernon noted \$30,772 due to SFHRC. \$14,483 is to be transferred from restricted cash to SFHRC as reimbursement for the insurance premium and property tax payments. There is a Y-T-D gain of \$10,599 and a cash shortfall of \$1,661.

Housing Choice Voucher Program: There is a Y-T-D increase in the Net Restricted Position in the amount of \$57,247 and a Y-T-D gain in the Unrestricted Net Position in the amount of \$22,247. Vernon reviewed the income statement; it is at 33% of the budget. Discussion followed. We have a Y-T-D gain of \$22,247.

Vernon reviewed the Family Self Sufficiency account. He noted FY2015 surplus funds were returned to United Way. There is a new column in the income statement: HCV/ROSS. Discussion followed. There is a Y-T-D gain of \$6,686.

General Operating statement: Vernon reviewed the balance sheet and the income statement. The balance sheet included YTD costs for office remodeling and furnishings. Income and expenses are on target. There is a Y-T-D gain of \$17,503.

Consolidated Account: Both the total revenue and expenses show we are at 34% of the budget. There is a Y-T-D gain of \$66,129.

OCCUPANCY REPORT

Dianne presented the Occupancy Report. The three new Housing Specialists have been trained and the current caseload will be re-distributed among the new and existing Specialists. Also, the payment standards will be reviewed as the landlords are increasing their rent amounts. Discussion followed.

FAMILY SELF-SUFFICIENCY

Lisa presented the Family Sufficiency Report. There are a total of 67 participants and the goal is to increase this amount. Plans are being made to print a newsletter to be sent to clients.

A motion was made by Commissioner Wiederrich to accept the monthly reports. Commissioner Beddow seconded the motion. The motion passed, Yeses, 4, Noes, 0.

TRAVEL REQUESTS

Dianne is requesting approval to attend NAHRO's Legislative Conference scheduled for April 9-13 in Alexandria, Virginia. Anticipated costs were discussed. Commissioner Wiederrich made a motion approving Dianne's travel request. Commissioner Keckler seconded the motion. The motion passed, Yeses, 4, Noes, 0.

Shireen is requesting approval for Vernon to attend training. He is considering two different opportunities. One is scheduled for March 29-April 1, 2016 in Tampa, Florida and the other is in St. Louis, Missouri on April 19-22, 2016. Discussion followed. Commissioner Keckler made a motion to approve Vernon attending one of the training seminars. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 4, Noes, 0.

EXECUTIVE DIRECTOR'S REPORT

Shireen provided information from RAM Housing Specialists which services our main software. RAM will be increasing its annual costs effective April 1. There has not been an increase for five years. The increase will be 10% - 13%. Discussion followed.

Public Housing Capital Fund: we will receive \$34,091 for 2016 for capital funds. This money is used for public housing improvements and general operating costs. Discussion followed.

Staffing Update: We may not replace the vacant Housing Specialist position that's been vacant since January. We are looking at other options; perhaps another assistant. Shireen said she has posted job postings for the maintenance technician and a part time accounting assistant positions.

Housing Initiative: Shireen explained about the Sioux Falls Thrive initiatives that the Sioux Falls Community Foundation and the Development Foundation have developed to address “cradle to career.” One of the initiatives will deal with housing. Pam Homan, of Augustana’s Center for Innovation and Entrepreneurship, is directing Augustana’s role as a resource hub for collecting data, conducting interviews and doing research on housing. They are updating the 2010 Housing Study done by the City and looking at policies that impact housing. They hope to have a pilot model completed by August. Paul Hess provided additional information on the City’s role and support. Discussion followed.

Shireen said two public hearings were held recently: SDHDA has a public hearing every year to talk about their main housing programs and gather input on program changes. Community Development, also, conducts a public hearing to promote their programs and gather input on community needs. Discussion followed.

Strategic Plan Update: Jim Wiederrich said Stan Quy is finishing up. We will have a final report in approximately 60 days.

Chairperson Earley moved the meeting into Executive Session to discuss personnel and legal matters.

Chairperson Earley moved the meeting out of Executive Session.

Commissioner Wiederrich made a motion to approve the proposal from Stan Quy, The Organizational Leadership Edge, to provide Executive Director recruitment and selection services. The cost will be split with Affordable Housing Solutions the same way the strategic planning consulting services are being split. Commissioner Keckler seconded the motion. The motion passed, Yeses, 4, Noes, 0.

A motion was made by Commissioner Keckler to adjourn. Commissioner Beddow seconded the motion. The motion passed, Yeses, 4, Noes, 0.

The next meeting is scheduled for March 22, 2016.

