

CERTIFICATE OF APPROVAL OF MINUTES

MINUTES OF: February 23, 2016

APPROVED ON: March 22, 2016

W F Early
Chairperson

ATTEST:

James M Wedderick
Secretary

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
March 22, 2016

Commissioners

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

Others

Present: Shireen Ranschau, Dianne Hovdestad, Lisa Bartell, Donna Rollag, Les Kinstad, Paul Hess, Pat Anderson (Argus Leader) and Vanessa (social work student from SDSU)

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:30 a.m. by Chairperson Earley. Introductions were made to the guests attending the meeting.

APPROVAL OF MINUTES OF FEBRUARY 23, 2016

Chairperson Earley called for a motion to approve the minutes of the February 23, 2016 meeting. Commissioner Beddow made a motion to approve the Minutes. Commissioner Peckham seconded the motion. The motion passed, Yeses, 5, Noes, 0.

FINANCIAL REPORT

Shireen presented a Financial Statement Summary for the month ending February 29, 2016. She said February had a decrease in cash of \$103,706 as \$72,314 was paid to the contractor for work completed on the Public Housing units. Money was transferred from South Sycamore Estates tax and insurance reserve to the SFHRC general fund to reimburse SFHRC for property taxes and insurance premiums paid by SFHRC in December, 2015.

Discussion followed regarding the status of repairs being made to the Public Housing unit that had a fire and exterior work needed for the other houses. Shireen discussed the maintenance expenses for Public Housing.

We are at 42% of revenue for South Sycamore Estates and 43% for total expenses. There is a Y-T-D gain of \$12,485.

Shireen reviewed the net assets for the Housing Choice Voucher program. The revenues are at 42% of budget. She then explained the legal expenses. A landlord lost properties through a sheriff's sale, and we had to get an attorney involved for legal ownership questions. Everything has now been settled.

Other Program Costs: Shireen noted \$4,432 in payments made to landlords for HAP are not eligible to be paid with HUD funds. Discussion followed.

Family Self-Sufficiency: Total revenue is at 39% of the budget and total expenses are at 32%. Discussion followed. The Y-T-D gain is \$10,023. The special needs fund has a balance of \$3,004.

Shireen reviewed the General Operating fund. There are no significant changes on the balance sheet. Total Revenue is at 41% of the budget and total expenses are at 37%. There is a Y-T-D gain of \$26,048.

The Consolidated income statement shows we are at 42% of the budget for both income and expenses. There is a Y-T-D gain of \$67,636

OCCUPANCY REPORT

Dianne presented the Occupancy Report. She said we are gearing up to start contacting applicants on the waiting list to make voucher appointments. We were notified by HUD that we will receive \$10.1 million for rental assistance for 2016. Landlords are raising their rents by \$75 to \$100 per month. She passed out a chart showing the percentage of income that people are paying for rent. Discussion followed.

FAMILY SELF-SUFFICIENCY

Lisa stated she will be meeting with Community Outreach to discuss a Memorandum of Understanding for utilizing the childcare.

A workshop is scheduled for tonight, March 22, 2016 titled "Arts and Anxiety."

Lisa has added 28 new clients to the program since she became the Coordinator in October for a total of 71 clients.

On April 4, 2016, there will be a meeting with the United Way Review Committee regarding the 2017 funding application.

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

TRAVEL REQUEST

Shireen is requesting approval for Mia Dummermuth, Property Operations Manager, and herself to attend the Fair Housing and Public Housing Conference which HUD is sponsoring in Jamestown, North Dakota, on April 12-14, 2016. Estimated costs were discussed. Commissioner Wiederrich made a motion to approve the travel request. Commissioner Beddow seconded the motion. The motion passed, Yeses, 5, Noes, 0.

RENEWAL OF SOFTWARE MAINTENANCE AGREEMENT

Shireen explained the software maintenance contract with RAM for maintenance, updates and support for the AS400 mainframe computer system. The system is utilized for financial records, waiting list records and tenant records. The current contract expires March 31, 2016. Approval is needed to enter into another annual maintenance contract. The annual cost has increased 19.5% (\$12,500). The last increase was in 2012. Discussion followed. Commissioner Keckler made a motion to approve the new contract. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 5, Noes, 0.

EXECUTIVE DIRECTOR'S REPORT

Program Funding: Shireen said two Shelter Plus grants were renewed. One grant helps 44 households and was renewed for another year at \$326,000. Another grant assists four households who were chronically homeless. This grant was originally a five-year grant. The five years have expired, and it was

renewed for one year at \$30,300. A third grant will be up for renewal next year. This grant is for five individuals who live at Safe Home. Discussion followed.

Shireen provided more details about Housing Choice Voucher funding. We will receive \$10.1 million for 2016 which is a \$600,000 increase from 2015. She also explained the process of the administrative fees received from HUD. For CY2016 we will be funded at approximately 81.5% of what we are eligible to receive. This is a loss of \$224,000 from what we would receive if we received 100% of our eligibility. Discussion followed.

Strategic Planning Update: Stan Quy will be at our April 26 meeting. He will also attend the AHS Board meeting on April 7. He will be providing results from the surveys, succession planning, update and plan for the Stakeholder Forum.

OTHER BUSINESS

The next meeting is scheduled for April 26, 2016.

Sioux Falls Thrive Initiative: There was discussion about Pam Homan attending the May 24, 2016 meeting to give a presentation about the Thrive program.

Jim Wiedderich gave feedback he received about a recent article in the Argus Leader. Discussion followed.

Commissioner Keckler made a motion to adjourn the meeting. Commissioner Peckham seconded the motion. The motion passed, Yeses, 5, Noes, 0.