

CERTIFICATE OF APPROVAL OF MINUTES

MINUTES OF: January 24, 2017

APPROVED ON: February 28, 2017

W. F. Easley
Chairperson

ATTEST:

James Weidrich
Secretary

Sioux Falls Housing and Redevelopment Commission
630 S. Minnesota, Sioux Falls, SD
Regular Meeting
January 24, 2017

Present: Jeremy Keckler, Jim Wiederrich, John Peckham and Jim Beddow

Via phone conference: William Earley

Others

Present: Karl Fulmer, Dianne Hovdestad, Vernon Kreun, Lisa Bartell, Donna Rollag
Wayne Wagner, Brent Tucker and Corey Kopp

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:30 a.m. by Vice Chair Keckler.

APPROVAL OF MINUTES OF DECEMBER 20, 2016

Chairperson Keckler called for a motion to approve the minutes of the December 20, 2016 Regular Meeting. Commissioner Wiederrich made a motion to approve the Minutes. Commissioner Peckham seconded the motion. The motion passed, Yeses, 5, Noes 0.

FINANCIAL REPORT

Vernon presented the SFHRC financials for the period ending December 31, 2016. There is a net change of \$930,453 more than the prior month. Vernon stated we already received funding from HUD on December 30, 2016. He reviewed the income statements for each program. The Consolidated account has a YTD gain of \$18,483. Discussion followed.

OCCUPANCY REPORT

Dianne presented the Occupancy Report and reviewed the lease up status of each program. The vouchers are leased up to 96%. She stated 108 voucher holders are out looking for units, 15 initials are waiting to receive vouchers, and we are waiting for eligibility information for 15 applicants. Voucher letters will be sent out in the next couple of weeks. In the VASH program, six voucher holders are out looking. All other programs are on target.

FAMILY SELF SUFFICIENCY REPORT

Lisa presented the FSS report. When it closed, Killian College donated all their equipment to USF. Since Lisa's husband works at USF, there was a giveaway of donations for FSS participants. Six computers and two printers were given away.

Lisa reported that for the month of January, FSS received \$1,220.98 from HY VEE Helpful Smile promotion.

Lisa reported about the annual FSS reports due in January. She distributed the reports for signatures. She also presented the United Way budget for 2018. A request in the amount of \$65,004 is going to be submitted. Discussion followed. A motion was made by Commissioner Wiederrich and seconded by Commissioner Peckham to approve the United Way budget. The motion passed, Yeses, 5, Noes, 0.

A motion was made by Commissioner Peckham to approve the Financial, Occupancy and Family Self-Sufficiency monthly reports. Commissioner Wiederrich seconded the motion. The motion passed, Yeses, 5, Noes, 0.

CONFLICT OF INTEREST POLICY

Karl drafted a Conflict of Interest policy. He briefly reviewed the Articles. In drafting the policy, other policies from other sources were reviewed along with South Dakota State law and Federal law. Discussion followed. A motion was made to adopt the Policy since the deadline for submitting it to HUD is February 4, 2017. Dianne did request an extension for filing. Commissioner Wiederrich made a motion to adopt the Policy and Commissioner Beddow seconded the motion. The motion passed, Yeses, 5, and Noes, 0.

BANKING RESOLUTION

The Bank Resolution was presented for Sioux Falls Housing & Redevelopment Commission to Establish Bank Accounts and Signatories for Account for Karl and the SFHRC Board Officers for signing. Also, Dianne Hovdestad, Deputy Director, would be added to the Resolution giving her authority to sign. A motion was made by Commissioner Wiederrich to approve the Resolution. The motion was seconded by Commissioner Peckham. The motion passed Yeses, 5, Noes, 0.

STRATEGIC GOALS AND OBJECTIONS FOR ANNUAL PLAN

Dianne stated that HUD requires that SFHRC submit an Annual Plan to update its 5-Year Agency Plan. The plan must be submitted to HUD no later than July 18, 2017 and requires a 45-day comment period before approval by the Commission and submission to HUD. She is planning to present the Annual Plan to the Commission for approval at the June 2017 meeting. To meet the deadline, an ad must be printed in the Argus Leader no later than May 1, 2017 inviting individuals to a public hearing for comments. To start the process, Dianne distributed SFHRC's Goals and Objectives from SFHRC's 5-Year Agency Plan for review. Discussion followed.

AHS PROPERTIES REPORT:

Wayne distributed a status report for the properties showing the project updates, sales pending and projects out for bid. Including Field of Dreams, ten projects are planned for construction in 2017. Funding was also reviewed. Wayne discussed the changes made to the Field of Dreams design. Due to the changes, the contract with Beckman Construction was terminated and the project is out for re-bid. Discussion followed.

Wayne is recommending we hire an assessment company to evaluate the Greenway Apartments and South Sycamore Estates before remodeling is started.

Wayne also reviewed Pettigrew Manor which will be ready for occupancy by March 1, 2017. He then discussed neighborhood revitalization projects for 2017. Commissioner Peckham made a motion to approve the Housing Development Director's Report. Commissioner Wiederrich seconded the motion. The motion passed, Yes, 5, Noes, 0.

Commissioner Earley reported on his conversation with Charlotte Boyd, with the HUD Office located in Denver. He also had conversation with Shireen Ranschau, Karl and Dianne. Dianne provided background information about a text sent to Commissioner Earley from Charlotte Boyd regarding reserve funds. There is difficulty in getting individuals leased up. Discussion followed regarding different options.

EXECUTIVE DIRECTOR'S REPORT

Karl reported he has interviewed senior staff to get a feel for the organization. He discussed his plans for the next two-three months, i.e., restructure, performance standards, etc. Discussion followed.

ACTING DIRECTOR REPORT

Dianne updated the Board regarding repairs made to correct deficiencies discovered at Spring Pointe and Highland Five during SDHDA's inspections. A temporary employee was hired to complete the work repairs needed. The interior repairs will be made first and then do exterior repairs in the as soon as the weather permits. All interior repairs have been completed at Spring Pointe done. Work has been started at Highland Five. Dianne and/or the property manager will be following up with re-inspections.

Dianne stated the AHS Board approved to reimburse SFHRC for the expenses involved with the ED search.

Dianne updated the Board about SD House Bill No. 1015 designating Pierre as the sole statewide Public Housing Authority. Dianne has talked to Mark Lausing and other Public Housing directors to get the language changed. SD NAHRO has also hired an attorney to assist.

Dianne state Senator Rounds has been appointed to the Housing Transportation & Community Development Subcommittee.

Karl met with two representatives from the SDHDA Office who were in Sioux Falls for another meeting.

Dianne provided a report on the Meet & Greet open house for Karl.

OTHER BUSINESS

The next meeting is scheduled for Tuesday, February 28, 2017 at 7:30 a.m.
The meeting was adjourned.