

**SIoux FALLS HOUSING and REDEVELOPMENT COMMISSION**  
630 South Minnesota Ave, Sioux Falls, SD  
**Regular Meeting**  
7:30 AM – May 1, 2018

Commissioners

Present: Jeremy Keckler, Jim Wiederrich, Suzy Smith, John Peckham

Others

Present: Karl Fulmer, Vernon Kreun, Dianne Hovdestad, Lisa Bartell, Ruth Christopherson, Les Kinstad, and Brent Tucker.

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:30 AM by Commissioner Keckler.

**APPROVAL OF MINUTES OF March 27, 2018-Regular Meeting**

Commissioner Keckler called for a motion to approve the minutes of the March 27, 2018, Regular Meeting. Commissioner Wiederrich moved to approve the Minutes, Commissioner Peckham seconded the motion. Motion passed, Yeses 4, Noes 0.

**FINANCIAL REPORT - March 31, 2018 Financials (Vernon Kreun)**

Vernon Kreun presented the financials for the period ending March 31, 2018. Finance Director Kreun began by stating that shifting time allocations between Karl and Dianne have helped the SFHRC financials by allocating more expensive employee hours to programs that can afford it. This has resulted in less allocations for Dianne coming out of HCV. Additionally, Vernon stated that billing for direct service costs from Shelter + Care and Bright Futures has also reduced general fund billings this year.

Cash & Investments: Vernon stated that SFHRC received \$1,700 in CY2017 retirement fund forfeitures.

Other Programs: Finance Director Kreun reiterated that other programs like Shelter + Care and Bright Futures are helping defray labor costs to the Commission due to direct service billing for staff hours.

Public Housing: "Due from" SFHRC to PC dropped by over \$20,000 due to the General Fund paying annual insurance premiums.

South Sycamore Estates: The amount due to the Commission decreased from February by over \$16,000 due to a transfer from the Insurance and tax fund of SSE to the General Fund for payment of insurance.

Housing Choice Voucher Program: HCV is ahead of budget for FY 2018. SFHRC is over \$26,000 ahead of budget.

Family Self-Sufficiency: No substantive changes to report.

General Operating Fund: Vernon stated that the GOF showed a gain of over \$45,000. This is nearly \$22,000 gain over FYTD.

### Executive Director's Report (AHS Property Occupancies)

Director Fulmer reviewed the Occupancy Report for the AHS properties through April of 2018. He stated that AHS properties are now just about fully recovered from the vacancies opened by Dakotabilities clients.

Director Fulmer stated that he is now in contact with SDHDA regarding the potential sale of properties at Homestead. AHS is seeing vacancies open up from Dakotabilities clients at Homestead as well, but the AHS Board would like to look into the sale of these two homes. It is unclear if AHS can sell these properties and for what price they may be sold.

Director Fulmer stated that vacancies at South Sycamore Estates due to Dakotabilities should be filled by mid-May 2018. Additionally, public housing is being leased-up for the two units that were abandoned in January 2018 and should be filled by mid-June 2018.

### Administrative Items

Director Fulmer stated that he had contacted applicants for the Executive Assistant position at the SFHRC but was having trouble finding availability of the top candidates. Many have already taken new positions. He would try to schedule interviews in the near future, but may have to re-advertise due to the initial delay in hiring.

Discussion of the receipt of Computer Conversion bids was conducted. Director Fulmer stated that three qualified companies had bid on the conversion: Emphasys, Tenmast and Yardi. Commissioner Keckler stated that he would serve on the review committee and help determine a company to select for the conversion. Director Fulmer stated that he would like to make a selection of 2 companies to come and personally make their pitches to the SFHRC by the end of May 2018. Director Fulmer stated that he has pulled the Phone System RFP to devise a more appropriate phone system based on the RFPs.

Director Fulmer then reviewed extensions to the HUD Compliance review that he submitted to HUD Denver. Essentially, all items are extended through September of 2018 to allow SFHRC staff to fully respond to the remaining items on HUD's list. The Computer Conversion will answer many of the remaining issues (Work Orders System, for example).

John Peckham submitted his verbal resignation to the Commission at the end of the meeting. He cited health reasons as his reason for having to step aside. All on the Board and SFHRC staff thanked John for his service to the Commission.

The SFHRC moved into Executive Session at 8:42 AM to discuss personnel issues.

The Board came out of Executive Session at 8:55 AM.

Meeting was adjourned at 8:56 AM.