

MINUTES
of the
Salem Housing Authority
Annual Budget Review Meeting
Housing Advisory Committee
August 22, 2011 - 12:00 Noon

Attendance:

<u>Members Present</u>	<u>Members Absent</u>	<u>SHA Staff</u>	<u>Guests</u>
Chuck Fisher Matt Harris Leah McMillan Kristi Neznanski Annisa Olsson-Jones	Mark Knecht Betty Markey Brian Varley	Andy Wilch Grace McCabe Linda Gregg	

Call to Order

The meeting was called to order by Chuck Fisher in Chair Betty Markey's absence.

Minutes

There were no minutes for review at this meeting. Minutes will be provided at the September 26, 2011 meeting.

Reports

Andy Wilch presented information on the SHA 2011-12 SHA operating budget. Staff is requesting recommendation to adopt the consolidated operating budgets for fiscal year 2011-12. The budget and accompanying Board certification must be submitted to HUD by September 30, 2011.

Consolidated budgets have been prepared for Central Office, Owned Housing, HUD housing programs and Grant programs. The budget package includes all programs and properties operated by SHA with the exception of four properties managed by the SHA for non-profit corporations or partnerships that independently approve their operating budgets. The net figure of \$468,746 represents funding that goes back into property operations.

Budget challenges faced this fiscal year include: 1) rental property portfolio performance, 2) Federal fund program and policy shifts, 3) focus on resource diversification, 4) focus on bottom line cost containment. The past year brought property management restructuring and a 8.2% reduction in staffing from FY 2010-11. Mr. Wilch also discussed SHA highlights and accomplishments.

There was discussion about the cost of operating housing properties. Mr. Fisher asked how the scattered properties in particular were performing. Mr. Wilch responded that these properties are not doing as well as multifamily properties in the public housing portfolio, likely due to the higher cost to maintain separate single family properties located a considerable distance from one another throughout Salem. This results in cost increases in fuel, travel time and additional staff hours. It was noted that HUD has some programs like Transforming Rental Assistance (TRA) that may support the transfer of rental properties such as some scattered sites to Section 8 project based vouchers in the future. Many changes are expected in HUD programs in the next year.

Annisa Olsson-Jones **Made a Motion** to recommend approval of the 2011-12 operating budget. The **Motion** was seconded and **Carried**.

Other Items of Interest

The Public Housing Admissions and Continued Occupancy Policy (ACOP) was briefly discussed. HAC previously reviewed revisions to social security verification, VAWA and SHA's incentive transfers policy and recommended adoption of the policy at the July 25 committee meeting. It was noted that the agenda item is still pending due to scheduling conflicts, and is now scheduled for adoption at the September 12 Commission meeting.

Further clarification about the goals of SHA's incentive transfer policy was provided by Nicole Utz, Housing Services Supervisor.

Andy Wilch noted that the Voucher Administrative Plan is also being revised and it was originally thought it would be ready to review at this HAC meeting. Staff decided to remove this item from the agenda and carry it forward to the September 26 HAC meeting for review and recommendation.

Adjournment

The meeting adjourned at 1:15 p.m.