

# Oneida Business Committee Agenda Request

1. Meeting Date Requested: 2 / 10 / 16

## 2. General Information:

Session:  Open  Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

Accept as Information only

Action - please describe:

To accept the Oneida Housing Authority FY2016 1st Quarter Report

## 3. Supporting Materials

Report  Resolution  Contract

Other:

1.

3.

2.

4.

Business Committee signature required

## 4. Budget Information

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

## 5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:   
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

# Memorandum

To: Oneida Business Committee/Tribally Designated Housing Entity  
From: Scott Denny, Housing Operations Manager, Oneida Housing Authority  
Date: January 27, 2016  
Subject: **FY 2016 1<sup>st</sup> Quarter Report – Oneida Housing Authority**



## Demographic Information:

The Oneida Housing Authority housing stock as of September 30, 2015 has served an average of 1,188 rental and homebuyer family members each month this quarter.

| <b>OHA Vacant Review</b>                 |                                      |                        |                                    |
|--|--------------------------------------|------------------------|------------------------------------|
| <b>Period Ending - December 31, 2015</b> |                                      |                        |                                    |
|  | Number of units in housing inventory | Number of units Vacant | Total number of eligible wait list |
| Family Rental                            | 258                                  | 11                     | 112                                |
| Elder/Disabled Rental                    | 37                                   | 2                      | 24                                 |
| Home Buyer                               | 55                                   | 0                      | 46                                 |
| Totals                                   | 350                                  | 13                     | 182                                |
| Occupancy Rate of <b>96%</b>             |                                      |                        |                                    |

The occupancy rate is 96% of all the housing stock that is available at the Oneida Housing Authority. Vacant units reflect move outs and maintenance/or rehabilitation of the units to bring them up to occupancy standards. Vacant units are always in transition for the next qualifying and available occupant. Occupancy rates vary with the seasons due to school year and the harsh winter season. Peak move out and move time of units is in June – August. This is also the same time of additional maintenance work load of grass cutting and outside housing repairs. Rents range from \$50 to \$600 per month. Each household’s actual monthly rental rate is based on household income calculations by means of the HUD Tenant Itemized Worksheet.

The workforce for Oneida Housing Authority currently consists of 34 employees of whom 27 are enrolled Oneida Tribal members, 2 other native and 5 non-natives.

The Oneida Housing Authority is 100% funded by the Department of Housing and Urban Development. The revenue stream comes from rent receipts, homebuyer payments and annual HUD Indian Housing Block Grant and competitive Indian Community Development Block Grants (ICDBG). There are two open ICDBG grants providing infrastructure for Elder Village and Uskah Village and are scheduled to be completed by August, 2016. Closed ICDBG’s will place the Oneida Tribe in a more competitive position to apply for future ICDBG funding, up to \$600,000.

### Administration:

The FY 2015 Annual Performance Report (APR) was submitted on time on December 30, 2015. OHA received receipt from the HUD Chicago Office on January 14, 2016.

The FY 2016 Indian Housing Plan (IHP), which is essentially the application for Indian Housing Block Grant (IHBG) funding, was accepted by HUD Chicago Office on September 4, 2015. OHA has received documentation stating FY 2016 IHBG funds are not expected to be available until March or April of 2016. The FY 2016 HUD award is estimated to be **\$3,819,782**

OHA is working with the Development Division to strategize OHA construction projects as the FY 2017 IHP is drafted. The FY 2017 IHP is due in July 2016.

### Key activities for the past quarter include:

- **Internal Audit – OHA Low Income Construction Audit:** On January 6, 2016 OHA was notified by Internal Audit that all findings pertaining to the OHA Low Income Construction Audit are closed as of December 31, 2015. Completed property appraisals were forwarded to Internal Audit and Central Accounting on December 7, 2015.
- **Lower Green Valley Units:** Within the first quarter the four duplexes and three single family homes were completed and handed over to OHA. Resident Services staff for both rental and home ownership coordinated move-ins. Families have expressed gratitude and excitement as they moved into the units.
- **November VASH Participation Announcement:** At the beginning of November 2015 the Oneida Tribe of Indians of Wisconsin were notified we had been chosen, amongst 30 federally recognized tribes, to participate in the HUD Tribal Veterans Affairs Supportive Housing (VASH) Grant. An application expressing our interest in Tribal VASH was due by December 2, 2015.
  - OHA identified staff that would apply and administer VASH, in the event we obtained the grant award. OHA worked closely with Oneida Veterans Office, Grants Department, and local VA representatives to complete the application.
- **HUD On-Site Monitor Review:** The Eastern Woodland Office of Native American Programs (EWONAP) had three staff members on-site at OHA on December 1-3, 2015. Prior to the visit a number of documents were provided to the EWONAP staff for preview. The visit consisted of a entry and exit meeting with an explanation of the kind of information they would be looking at, people they would like to meet with, and time frame for their draft report.

- **HUD Tribal VASH Visit/Tour:** Although the actual visit and tour occurred in the beginning of the second quarter on January 8, 2016, OHA was notified about a visit from HUD's Principal Deputy Assistant Secretary, Lourdes M. Castro Ramirez. HUD chose Oneida Wisconsin as the location to make its announcement how 26 of the 30 tribes invited to participate in the pilot HUD Tribal Veterans Affairs Supportive Housing (VASH) Grant were granted an award. The Oneida Tribe of Indians of Wisconsin is one of the awarded tribes.
  - In addition to the announcement meeting a tour was supplied as a collaborated effort of Tourism, Division of Land Management, and Oneida Housing Authority staff. The tour included emphasis of the new Hwy 54 One Stop, HUD funded residential developments at Green Valley, Henry Road, Elder Village and Uskah Village, residential opportunities offered by tribal funding, highlights of multiple tribally owned buildings, business ventures, and program services.
  - The tour included stops at a new duplex on Metoxen Lane, an elder cottage in Elder Village, an upcoming DREAM home, and the Oneida Market on Larsen Road.
  - Lunch was taken at Thornberry at Oneida with Janice Hirth providing information regarding the upcoming LPGA Tour.
- **HUD Working Relationships:** OHA administration has maintained positive communication and relationships with the Chicago HUD grant staff during the quarter through reports and requests.
- **Policy & Procedure Review:** OHA Policies, Procedures and Standard Operating Procedures (SOP's) continue to be reviewed and evaluated for modification. The focus is to improve the rental and home ownership lease agreements as well as improve the efficiency of SOP's.

**New Construction Development:**

- Construction of four (4) duplexes and three (3) single family homes in the southern end of Green Valley was completed. With the exception of one duplex unit, which has a tenant identified, all units have been occupied.
- Construction of one (1) duplex on Henry Road and eight (8) elder cottages in Elder Village are near completion. OHA is expecting key and the approval to occupy by the end of January or first week of February.
  - The eight cottages have improved ADA accessibility over some of OHA's current inventory. Current elder tenants that can benefit from improved accessibility will be offered a unit. Following the internal transfer effort, OHA staff will work of the existing wait list to occupy the cottages.

- Drafting of the Elder Village infrastructure expansion awaits final review to move forward. The expansion will be primarily funded by the 2011 Indian Community Development Block Grant (ICDBG) which has a final deadline of September 30, 2016. OHA and Oneida Engineering are working closely together to ensure the project moves forward and completed on time.
- Excavation has begun for the Uskah Village infrastructure. This project is funded by the 2012 Indian Community Development Block Grant (ICDBG). This ICDBG has a deadline of July 31, 2016. OHA and Oneida Engineering are working closely together to ensure the project moves forward and completed on time.
- On November 12, 2015 the Eastern Woodland Office of Native American Programs (EWONAP) approved an amendment for the 2015 Indian Housing Plan (IHP). The amendment is for OHA to acquire up to eight (8) units as part of New Development activities.
  - Acquisitions will be housing units that reside on Trust Land.
  - OHA placed a per unit threshold of \$150,000 each. A duplex is considered two units. The threshold includes the purchase price and renovation costs.

The Development Division can offer a more detailed report on the infrastructure at Elder Village and Uskah Village and the construction projects being worked on at Elder Village and Uskah Village.