

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 27 / 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:

3. Supporting Materials

Report Resolution Contract

Other:

1.	<input type="text"/>	3.	<input type="text"/>
2.	<input type="text"/>	4.	<input type="text"/>

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:

Scott Denny, OHA Housing Operations Manager
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: April 12, 2016
Subject: **FY 2016 2nd Quarter Report – Oneida Housing Authority**



Demographic Information:

The Oneida Housing Authority housing stock as of March 31, 2016 has served an average of 1,186 rental and homebuyer family members each month this quarter.

OHA Vacant Review			
Period Ending - March 31, 2016			
	Number of units in housing inventory	Number of units Vacant	Total number of eligible wait list
Family Rental	245	9	77
Elder/Disabled Rental	68	5	46
Home Buyer	53	1	46
Totals	366	15	169
Occupancy Rate of 96%			

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 (HUD). The entire revenue stream consists of a combination of 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:

On March 28, 2016 the HUD Funding Agreement for the 2016 Indian Housing Block Grant (IHBG) was signed by Chairwoman Danforth and forwarded to the HUD office in Chicago. The actual amount of the grant is **\$3,743,260**.

The 2016 IHBG grant amount includes a reduction adjustment of \$21,722. On July 6, 2015 HUD acknowledged a conveyed Formula Current Assistant Stock (FCAS) correction that OHA forwarded in March 2015.

The correction resulted in an amount owed back to HUD in the amount of \$21,722. The “repayment” option selected was to have the 2016 IHBG adjusted accordingly.

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:

- **Lower Green Valley Units:** All move-ins have been completed for the newly constructed four duplexes and three single family homes in Lower Green Valley.
- **Elder Cottage & Henry Road Units:** Eight (8) of the ten (10) dwelling units are currently occupied. The remaining two (2) dwelling units, which are cottages, do have potential tenants identified. In accordance with the NAHASDA definition of elder, all of these units are occupied by tenants 62 years and older.
- **HUD On-Site Monitor Review:** On April 29, 2016 OHA’s Operation Manager was verbally informed of the status of the monitor review by Eastern Woodland Office of Native American Programs (EWONAP) staff. The Draft Monitoring Review (DMR) has been under review by HUD’s legal department. A copy of the DMR will be forwarded as soon as it is available. Documentation of this status followed on April 4, 2016.
- **HUD Tribal Veterans Affairs Supportive Housing (VASH):** On January 22, 2016 the HUD Funding Agreement for the Tribal VASH was signed by Chairwoman Danforth. On April 29, 2016 Eastern Woodland Office of Native American Programs (EWONAP) staff verbally informed OHA’s Operations Manager VASH funding is available in HUD’s Line of Credit Control System (LOCCS). Documentation of this status follows on April 4, 2016.
- **HUD Working Relationships:** OHA administration has maintained positive communication and relationships with the Chicago HUD grant staff during the quarter through reports and requests.

- **Tribal Department Working Relationships:** OHA has seen a significant improvement in the working relationship with Elder Services, specifically the Elder Abuse Supervisor, Tracy Smith. As a landlord OHA become aware of a fair amount of social concerns regarding elder tenants. Working directly with Tracy has provided OHA the confidence Oneida elders will get the service and protection they need.
- **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 Development:

Infrastructure Construction

- **Elder Village Phase II** – Funded with a combination of the remaining 2011 Indian Community Development Block Grant (ICDBG) and Indian Housing Block Grant (IHBG) funds, Phase II will produce a service road resulting in a connection between Henry Road in Elder Village and Metoxen Lane in Green Valley.

Bid opening occurred on March 31, 2016. Submitted bids are currently under review with next step being generating a contract for the selected contractor.

The 2011 Indian Community Development Block Grant (ICDBG) which has a final deadline of September 30, 2016. OHA and Engineering continue to work closely to ensure timely delivery of the project.

- **Uskah Village** – Funded by the 2012 Indian Community Development Block Grant (ICDBG), construction continues to occur with infrastructure installation. With an extremely wet spring ground conditions continue to challenge progress.

The 2012 Indian Community Development Block Grant (ICDBG) has a deadline of July 31, 2016. OHA and Engineering continue to work closely to ensure timely delivery of the project.

Dwelling Unit Construction

- **Uskah Village Townhouse Apartments** – Funded by Indian Housing Block Grant (IHBG) monies, the townhouses have been designed to focus on eligible households consisting of single adults, adult couples, and students seeking affordable housing.

A contractor has been identified to construct one of the townhouse multiplexes. The townhouse style structure will consist of four (4) dwelling units with each two bedrooms. The exterior units will be ranch style with ADA accessibility. The two interior units are loft style with the main bedroom on first floor.

Construction is expected to begin early Summer 2016.

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.

Acquisitions of Existing Homes

- **W320 Cornelius Circle** – Indian Housing Block Grant (IHBG) monies funded the acquisition of a four bedroom, two bathroom home. The home resides on tribal trust land and will be used in OHA's Home Ownership Program. The turnaround on the home is anticipated to be short since it was recently rehabilitated as a result of a house fire.