

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 11 / 08 / 17

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.

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.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Submission of the Comprehensive Housing Division 4th Quarter Report FY 2017

- 1) Save a copy of this form for your records.
- 2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
- 3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org



MEMORANDUM

TO: Business Committee
FROM: Dana McLester, CHD Division Director
Date: 11/02/2017
Subject: FY 2017 4th Quarter Direct Reports – Comprehensive Housing Division

Income Based Operations Quarterly Report Input – 4th Quarter FY 2017
Provided by Scott Denny & Operational Staff

Income Based Vacancy Overview			
Period Ending September 30, 2017			
	Number of Units in Housing Inventory	Number of Vacant Units	Number of Eligible Applicants on Wait List
Family & Single Rental	249	15	58
Elder/Disabled Rental	68	2	14
Home Buyers	49	0	43
Totals	366	17	115
Occupancy Rate of 94%			
Inventory & Vacant Units Includes Uskah Village Townhouse -Certification of Occupancy Pending			

Wait List Breakdown – Rental Program - 72 Total

Family & Single Rentals -

- 1 bedroom =16
- 2 bedroom =11
- 3 bedroom = 16
- 4 bedroom = 13 2 five bedroom apps

Elder/Disabled Rentals -

- 1 bedroom =13
- 2 bedroom = 1

Wait List Numbers – Family Home Ownership Program –43 Total

- 3 bedroom = 23
- 4 bedroom = 13
- 5 bedroom = 7

Inventory Management

There is a constant challenge in balancing the utilization of housing inventory for both existing tenants and wait list applicants. As a current tenant’s household size changes or a household members physical needs change, CHD does whatever we can to better accommodate the current tenant which in turn will open up units for other tenants and wait list applicants.

4th Quarter Move-In and Move-Out Facts

- A total of 19 tenant move-ins
- A total of 15 move-outs

Collections

CHD collection efforts focus on unpaid balances from past rental and homeownership tenants, and current rental and homeownership tenants.

Unpaid balances consist of one or combination of the follow:

- Unpaid rent
- Green Bay Water Utility tax liens, unpaid by tenant
- Property damage

4th Quarter Unpaid Balances Key Facts

Unpaid balances from existing tenants	\$25,480.56
Number of tenants issued warning letters to include warnings of unpaid balances	112 – Rental & Home Ownership
Number of tenants bringing accounts current	40
Number of tenants remaining in arrears	59 – Rental 6 – Home Ownership
Number of repayment agreements	9
Number of Judiciary Court appearances regarding unpaid balances, and Court outcomes	3 – Rental <ul style="list-style-type: none"> • 1 Eviction due to unpaid rent • 2 Court ordered extension to become current with unpaid rent & utilities

Collection Challenges – Existing Tenants

- Repayment agreements are established in effort to provide tenants an opportunity to avoid termination and eviction due to breach of the rental agreement. A tenant repeated request for “a chance” and their promise to pay can accumulate total arrears.

- Tenant habits of heavily relying on per capita and/or tax returns to pay rent develop poor payment habits while being in breach of the rental agreement.
- Tenant habits of heavily relying on assistance from program providers develop poor payment habits while being in breach of the rental agreement and utility service providers.

Working with the Tenant

- Warning letters are issued when a tenant falls behind or has an unpaid balance.
- A meeting is established to discuss the situation and hear the tenants plan of action
- CHD refers tenants to program providers that may provide assistance
 - Community Support
 - Utility assistance
 - Temporary Assistance for Needy Families (TANF)
 - Budgeting at Community Education Center (CEC)
- CHD Resident Services Staff offers basic budgeting when possible and also refers tenant to local agencies that offer budget training
- Repayment Agreements are established
 - Weekly installments
 - Per Capita (when applicable)
 - Tax returns (when applicable)

Collection Challenges – Past Tenants

- Details related to establishing a judgment
- Tenants that have filed bankruptcy
- Tenant who are deceased
- Statute of Limitations (7yrs)

Concerning Tenant Matters

Unpaid rent and/or utilities continue to be the primary reason for involuntary termination of CHD Rental Agreements. Social concerns are often a significant part of noncompliance of the rental agreement, which places the agreement at risk and in some cases results in eviction.

The reasons behind an eviction are often complex, comprising of multiple compliance concerns with CHD having provided ample opportunity for tenants to make choices necessary to avoid eviction.

CHD continues to work with other departments and internal referrals to CHD's High Risk Tenant Case Worker in effort to guide tenants to resources that may assist the tenant with the necessary training, education, or counseling needed to make decisions to avoid placing their housing at risk of termination.

New Construction Development:

- The new construction of three – 4 plexes at Uskah Village is progressing.
 - Building#2 – Approximately 80% complete – interior finishes and exterior siding.
 - Building#3 - Approximately 35% complete – rough framing.
 - Building#4 – Approximately 10% complete – foundation in and plumbing roughed in.
- Elder Village Phase II – The design and bidding documents are in the final stages. The advertisement for bid is anticipated for early December with a notice to proceed in mid to late February.
- Kevin House, Project Manager from the Development Division is leading the development projects for the Comprehensive Housing Division.

Crime Prevention & THVASH Quarterly Report: 4th Quarter FY 2017

Provided by Justine Hill & Staff

Crime Prevention Program: Our purpose is to strengthen our neighborhoods and support our families through programs and services that provide for a healthy mind, body, and spirit. Our goal is to strengthen neighborhood watch, increase community involvement, provide youth social programs, and increase parent participation and contribute to the reduction of crime.

Three Sisters Community Center

- Average attendance is 15 children
- Programming: Tour of NWTC, Street Drugs, Human Trafficking, Babysitting Class
- Women’s Group- Activities and Support group for women. Confidential. Meet twice a month.
- Youth Bingo- Discussed Halloween Safety & Discussed Consent
- Finished a successful Summer Youth Program.
- Surrounding Area Police helped carve pumpkins and well attended National Night Out

Flying Leaf Community Center

- Average attendance is 7 children
- Self-Awareness Videos and discussions on Dating & HIV, Drug Abuse
- Programming: STEM (Science, Technology, Engineering & Math) through Green Earth Library. Creative Cooking, Oneida Language and Culture, Budgeting
- Fishing Outing with OPD “Cops & Bobbers”

Tribal HUD VASH

- Housed – 10
- Update:
 - We have one Veteran that found a unit and set up for inspection.
 - New Case Worker interviews took place. Waiting to hear who was selected.
 - Landlord outreach efforts are continuing