

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 11 / 14 / 18

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.

COMPREHENSIVE HOUSING DIVISION
FY 2018 4TH QTR REPORT
July-September 2018

Dana McLester
Comprehensive Housing
Division Director

The Comprehensive Housing Division consists of all residential services offered by the Nation, including all rental programs, the rent-to-own program, and the residential sales and mortgages.

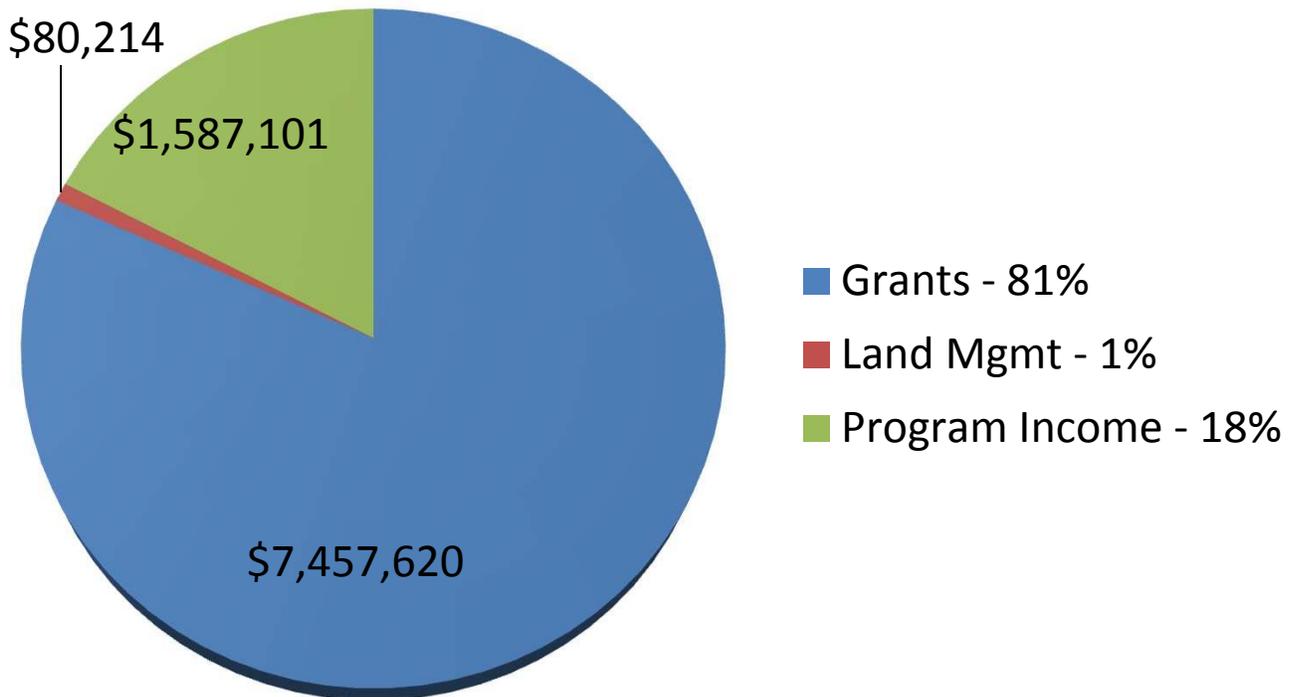
Departments within the Comprehensive Housing Division

- Finance and Administration
- Resident Services
- Maintenance
- Residential Development
- Community Outreach
- Rehabilitation & Modernization
- Residential Sales & Mortgages
- Residential Leasing

COMPREHENSIVE HOUSING DIVISION

FY 2019 Budget Funding Sources

Total \$9,124,935



Program Income Includes:

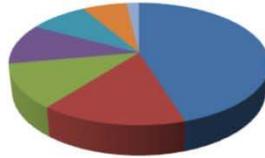
- Rental Income
- Administration Fees
- Interest Income
- Miscellaneous Income
 - Launderette
- Other Charges for Services
 - Work Order Charges
 - Utility Charges

Grants:

- Indian Housing Block Grant
- HUD-VASH
 - Veteran Affairs Supportive Housing

FY 2018 Budgeted Expenditures

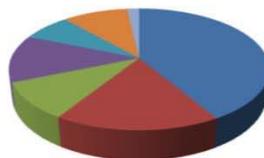
Total \$8,831,899



- Residential Development - 46%
- Maintenance - 16%
- Rehabilitation & Modernization - 12%
- Planning & Admin - 11%
- Resident Services - 9%
- Residential Sales - 7%
- Community Outreach - 2%

FY 2018 Actual Expenditures

Total \$6,456,666



- Residential Development - 42%
- Maintenance - 17%
- Rehabilitation & Modernization - 10%
- Planning & Admin - 13%
- Resident Services - 7%
- Residential Sales - 10%
- Community Outreach - 2%

Collections:

- The Comprehensive Housing Division's collection efforts focus on unpaid balances from past rental and homeownership tenants.
- Unpaid balances consist of one or combination of the following:
 - Unpaid Rent
 - Green Bay Water Utility tax liens, unpaid by tenant
 - Property Damage

Collection Challenges

- 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 Tenants

- 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 plans 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 Agreement are established
 - Weekly Installments
 - Per Capita (when applicable)
 - Tax Returns (when applicable)

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 Community Outreach Supervisor & Caseworker 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.

Resident Services

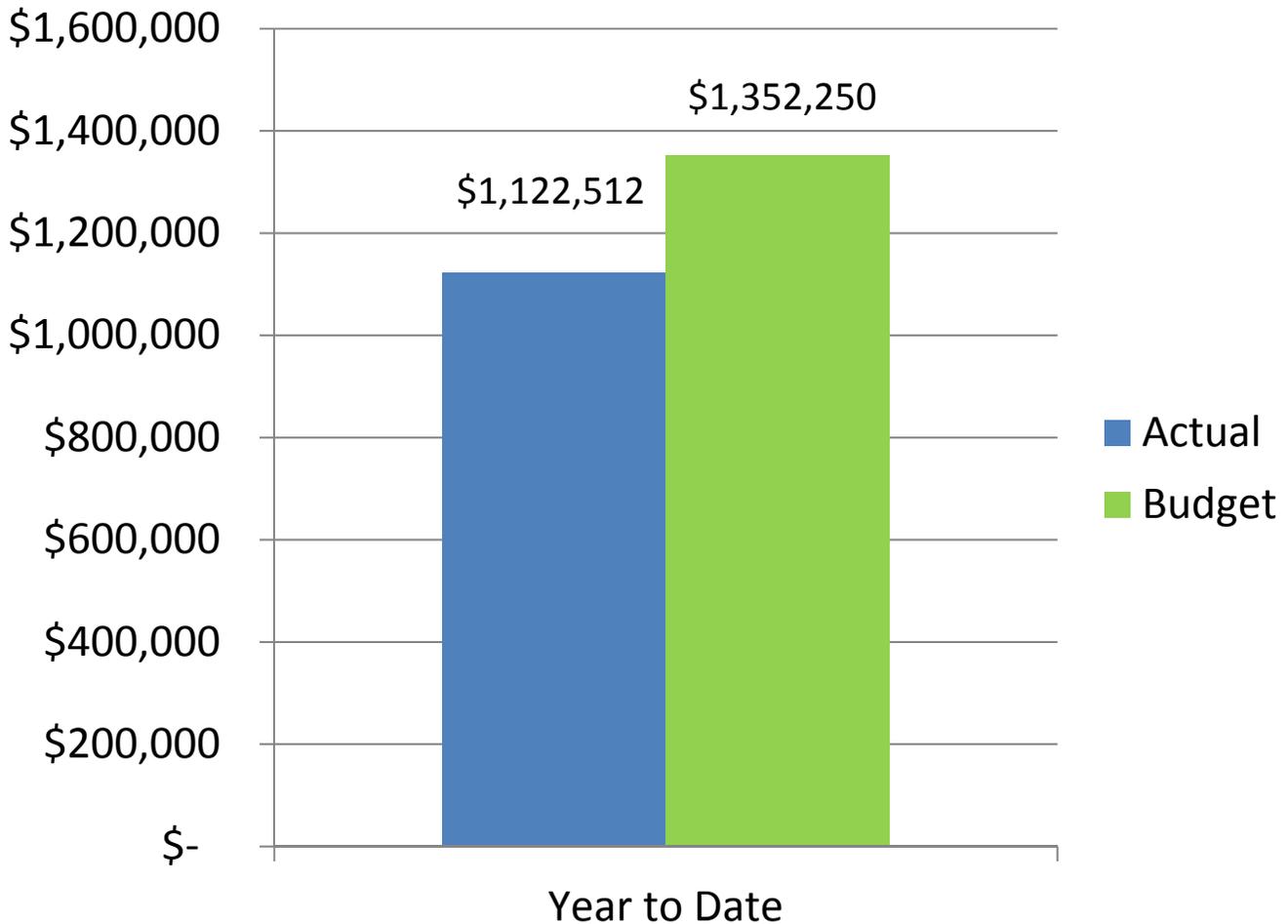
Rental & Rent-to-Own Programs

- The tenant accounts receivable outstanding balances have decreased by $\frac{1}{2}$ in the past quarter.
- 73 Warning letters for rent have been issued.
- 4 – 30 Day notices issued
- 1 – Probation Letter
- 2 – Court Appeals
- Current wait list of 129 applicants are maintained for the Income Based and Elder Rental Programs. The General Rental Program is in transition to a wait list process.
- 8 of the move outs for the 4th quarter were tenants succeeding in the program and becoming first time homebuyers.

Maintenance

Total Expenditures - \$1,122,512

Variance – (\$229,737)



Occupancy Rate – 97%

Total Tenant Move-outs – 10

Total Tenant Move-ins – 9

Work Orders – 324

12 of the 15 vacant transfers have been completed in FY 2018.

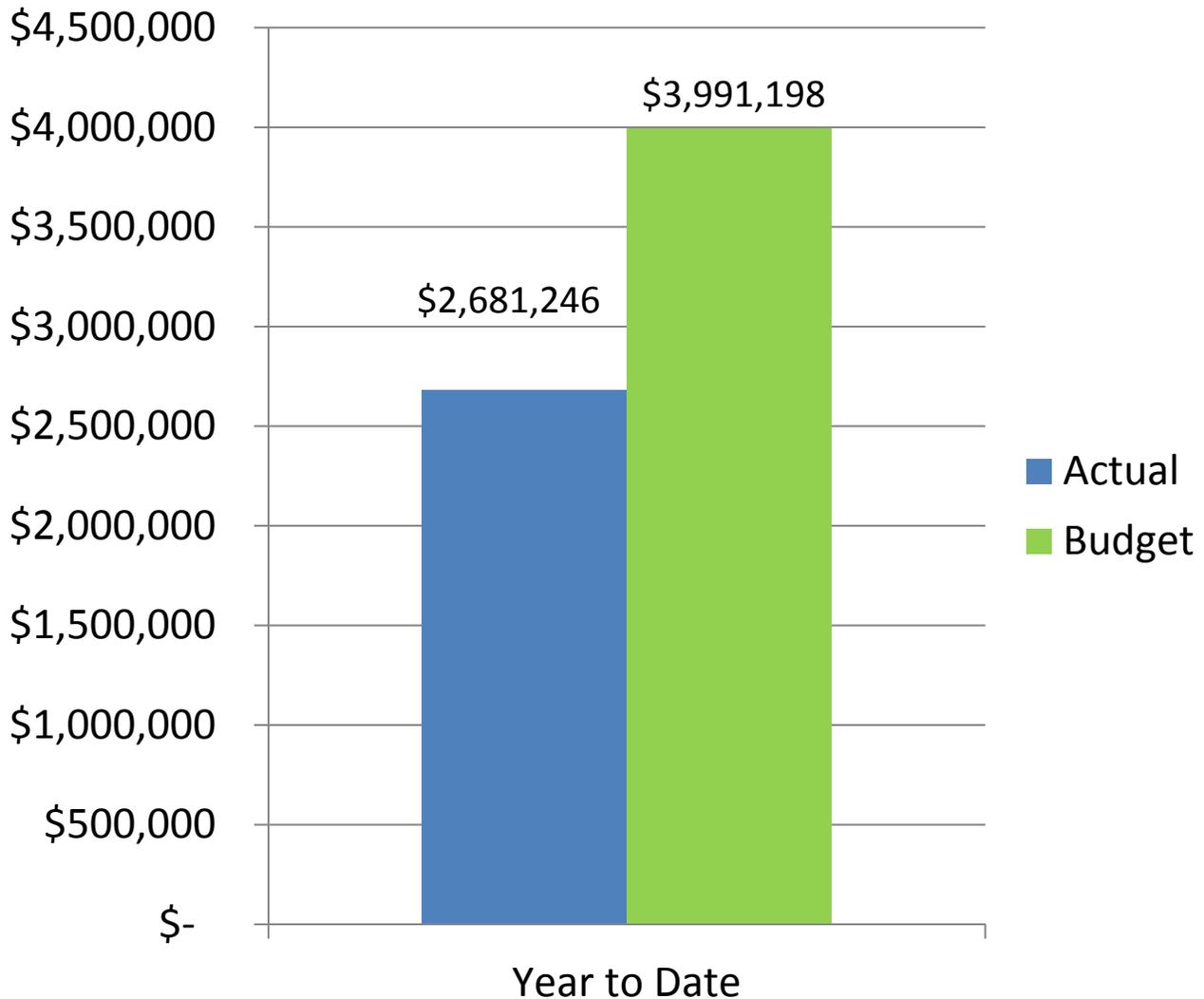
Expenses include daily work orders and preparing a unit for occupancy.

Variance – The maintenance area has 2 vacant positions that will be filled in the 1st Qtr. The costs are less due to self performing the work as opposed to sub-contracting.

Residential Development

Total Expenditures - \$2,681,246

Variance – (\$1,309,951)

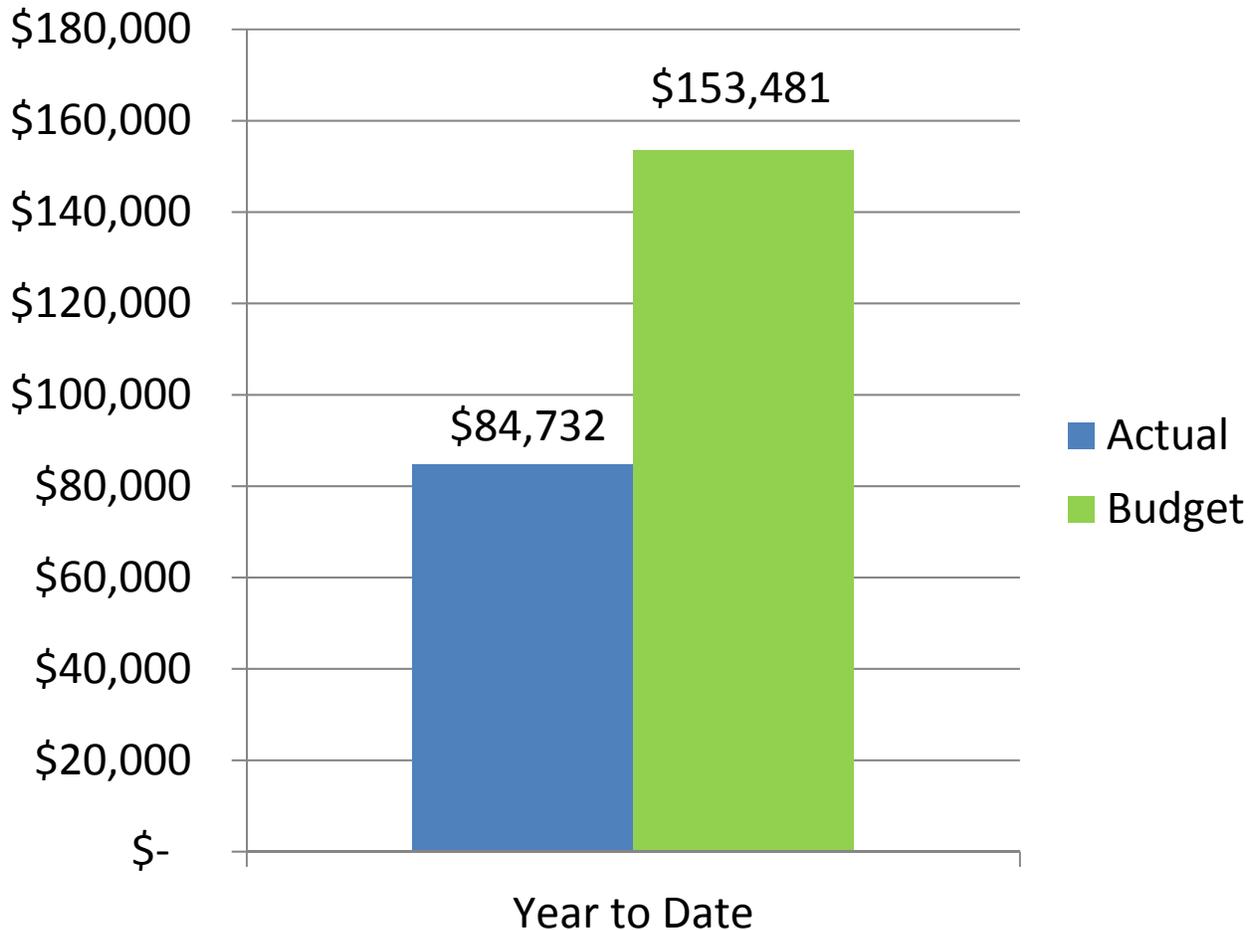


Variance - There is a timing difference between when the work is completed and the submission of invoices for payment from the general contractors.

Community Outreach

Total Expenditures - \$84,732

Variance (\$68,757)



The Community Outreach Program is currently being redefined to maximize our resource and optimize our programming to better serve the Oneida Community. Program focus: Crime Prevention, Drug Abuse Prevention, Cultural Development, and Family Development.

Rehabilitation & Modernization Total Expenditures - \$627,765 Variance – (\$59,156)



- Work Orders for Annual Inspections – 84
- Floor Installation – 5 Units
- Roofs Replaced – 1 Units
- Windows Replaced – 6 Units
- Siding Replaced – 4 Units
- Cabinets Replaced – 3 Units
- Bathrooms Remolded – 2 Units

Residential Sales & Mortgages

- There is a moratorium on TLC Loans.
- New Loans:
VET TLC - \$298,610

TYPE	TOTAL # OF LOANS	TOTAL LOAN RECEIVABLE
TRIBAL LOAN CREDIT (TLC)	278	\$18,425,593
THRIL	23	\$ 246,960
VET-TRIBAL LOAN CREDIT	84	\$ 5,810,022
TOTAL	385	\$24,482,575

Comprehensive Housing Division Vacant Residential Sale Units

Address	Acquired Date	Transferred to Comprehensive Housing	Projected Completion Date
6936 Cornelius Circle	09/30/2018		February 2019
3781 Hillcrest	5/31/2018	5/31/2018	February 2019
3011 West Point Road	4/2/2018	4/2/2018	April 2019
4362 Hillcrest	9/8/2016	10/1/2017	FY 2019
W1709 County G	11/1/2013	10/1/2017	FY 2019
2458 County Road EE	8/1/2013	10/1/2017	FY 2019
1156 Riverdale Drive			FY 2020
1160 Riverdale Drive			FY 2020

Residential Leases

- Total Residential Leases – 709
- Total HBO Sites Offered – 50
 - Current Advertised HBO Sites - 7
 - Beech Tree Lane Lot 2
 - Beech Tree Lane Lot 3
 - Beech Tree Lane Lot 4
 - Beech Tree Lane Lot 6
 - Beech Tree Lane Lot 7
 - Seminary Road Lot B