

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, November 18, 2015 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Chairman, Mary Reak, Ken Neumann

Absent: Eugene Wurtz, Shirley Kitchen

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Ken Neumann to approve the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Mary Reak and seconded by Ken Neumann to dispense the reading of the and October 28, 2015 minutes and approve them as presented. Motion carried.

Public Forum: None

Communications: None

The Financial reports were reviewed. A motion was made by Mary Reak and seconded by Ken Neumann to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. A Motion was made by Ken Neumann and seconded by Mary Reak to approve the bills and pay as due. Motion carried.

Unfinished Business:

11. A Dodge 1, 6 and OGLLC Occupancy Report for period November 2015.

Theresa	12-12	Burnett	12-11	Iron Ridge	8-8	Waupun	48-45
Ashippun	12-12	Lowell	12-10	Juneau	15-12	Oak Gove	24-23
Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-16		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 140 + 1 port out

Occupancy report- Reviewed details of the occupancy report.

Maintenance report- Service Master cleaned up apartment in Waupun. Tenant will pay. Repaired office copier. Copier should serve our needs for awhile yet.

Tenant/Program participation report- Contacted sheriff's department to discuss open record request and communicating information for incidents. We will be meeting the tenants to sign Christmas cards for Veterans. Hustisford building has started movie night twice per month. Received a thoughtful Thank you card from a tenant.

HUD- Termination hearing 11/3. Reached compromised for participant to remain on program.

Management-WICARH Conference- WICARH has a new web page provider, Steamroll. They are offering a free property listing and a \$50 premium listing. Donna is on WICARH website committee so we were 1st listing. Donna met with Steamroll & FHA software. Discussed developing our website with Steamroll and the

online application process. 2016 lease is awaiting RD for approval. Will discuss "criminal activity" and other lease provisions for 2017 review. Suggested fair housing training for board members for spring 2016 WAHA training. HA policy is an individual should submit a written complaint if calling the office did not satisfy their needs. No individual board members should talk directly to a tenant or client outside of board meeting. National Study for Rural Development properties. 10 Properties randomly selected in Wisconsin. Dodge 1 was selected. Old Ashippun location was inspected on 11/16/2015. "Randomly selected" only 3 units.

Old Business: A motion was made by Mary Reak to approve SVA Engagement letter for Oak Grove Audit. The motion was seconded by Ken Neumann. Motion carried

New Business: none

The next meeting of the Dodge County Housing Authority is scheduled for December 23, 2015 at 8:30am.

A motion was made by Ken Neumann to adjourn. The motion was seconded by Mary Reak Motion carried.

Meeting adjourned at 9:43 a.m.

Glenn Stousland, Chairperson

Donna Braun, Executive Director

DODGE COUNTY HOUSING AUTHORITY
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OCCUPANCY REPORT---Rural Development

November 1, 2015	Move-Outs/Move Ins	December 1, 2015
<u>Dodge 1</u>		
Theresa 12-12		Theresa 12-12
Ashippun 12-12		Ashippun 12-12
Reeseville 14-13	1 M/O death	Reeseville 14-12
Burnett 12-11		Burnett 12-11
Hustisford 14-14		Hustisford 14-14
Lowell 12-10	1 M/I	Lowell 12-11
Iron Ridge 8-8		Iron Ridge 8-8
Juneau 15-12		Juneau 15-12
Beaver Dam 17-16		Beaver Dam 17-16
Total Vacancies 116 -108		Total Vacancies 116 - 108
Percent Vacancy 6.9%		Percent Vacancy 6.9%
 <u>Dodge 6</u>		
Waupun 48- 45	3 M/O	Waupun 48-42
Total Vacancies 48-3		48 - 3
Percent vacancy 6.3%		Percent Vacancy 12.5%
 <u>Dodge 8/OGLLC</u>		
Oak Grove 24 -23		Oak Grove 24-23
Percent Vacancy 4.2%		Percent Vacancy 4.2%

HUD HOUSING CHOICE VOUCHER PROGRAM

November 1, 2015

Total program participants paid by Dodge County 140 + 1 port out = 141 total

December 1, 2015

Less 1 household removed
 Less 0 voucher searching
 Less 1 Port out absorbed
 Added 2 New
 Added 0 voucher searching back on program
 Program Participants in Dodge County 141
 Paying for port out 0
 Total program participants we are paying for 141
 Current program participants searching 0
 Current Vouchers Issued 0
 Waiting List / with local preference, and not very low 1455/1802

Prepared - December 10, 2015