

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, March 27, 2019 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, Eugene Wurtz, Mary Reak, Shirley Kitchen, Becky Glewen

Excused:

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

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Eugene Wurtz to approve the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Shirley Kitchen and seconded by Mary Reak to dispense the reading of the February 27, 2019 minutes and approve them as presented. Motion carried.

Public Forum- none

Communications-Received thank you note from Waupun tenant for 90<sup>th</sup> birthday cake. HUD complaint is complete "complaint is hereby dismissed. The determination of no reasonable cause" contains a summary of the factual evidence supporting the dismissal. 8 plus page letter.

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

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. The Board reviewed Dodge 1 check number 6594. Board discussed the bill regarding wall sconces for the Beaver Dam apartment hallways. Motion was made Shirley Kitchen and seconded by Eugene Wurtz to approve the bills and pay as due. Motion carried.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period March 2019.

Theresa	12-11	Burnett	12-11	Iron Ridge	8-8	Waupun	48-45
Ashippun	12-12	Lowell	12-12	Juneau	15-15	Oak Gove	24-22
Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-17		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 135 + 0 port out

Occupancy report- Reviewed details of occupancy report.

Maintenance report-Bldg 110 hallway carpet replacement, handrail and hallway trim project is complete. Regular maintenance for units ready. Annual apartment inspections and change smoke detector batteries. Water cross connection inspection in Horicon completed and scheduling in Waupun. BD exterior doors are on order. Hometown finalized measurements 4-6 weeks out.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report.

Management- Donna is working the HUD Financial Analyst for VMS Reconcile 2017, 2018. \$5 interest from 2012 should have been recorded differently. It will be will completed with the reconcile through 2018 to coincide with the benchmarking. D1 & D6 3/31/2018 year end accepted by RD. \$2874 + \$1232 asset management will be paid to Housing Authority. D1 & D6 4/1/2019-20 budgets accepted by RD no charges. Expecting Phase 2-end of April/beginning of May announcement.

Old Business:

- A. Motion was made by Becky Glewen to approve the Housing Authority 4/1/2019 to 3/31/2020 budget as presented. The motion was seconded Shirley Kitchen. Motion carried.

New Business:

- B. A motion was made by Mary Reak to approve the OGLLC year end 12/31/2019 as presented. The motion was seconded Eugene Wurtz. Motion carried.
- C. Board reviewed OGLLC SVA 12/31/2018 audit.

A motion was made by Mary Reak and seconded by Eugene Wurtz to convene in closed session for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises public funds, or conducting other specified public business, whenever collective bargaining reasons require a closed session. This meeting is pursuant to Section 1985(1) © and (e) of the Wisconsin Statutes. Immediately following the closed session, the Committee will reconvene in open session to consider the following matters. Motion carried by unanimous vote.

Roll Call: Glenn Stousland, Chairman, Eugene Wurtz and Mary Reak, Shirley Kitchen, Becky Glewen

Absent: none

A motion was made by Mary Reak to reconvene in open session. The motion was seconded by Becky Glewen.

Announcements: Focus on Women event 4/25/2019

The next meeting of the Dodge County Housing Authority is scheduled April 24, 2018 at 8:30a.m.

A motion was made by Eugene Wurtz to adjourn. The motion was seconded by Shirley Kitchen. Motion carried.

Meeting adjourned at 9:55 a.m.

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Glenn Stousland, Chairperson

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Donna Braun, Executive Director

# DODGE COUNTY HOUSING AUTHORITY

491 East Center Street

Juneau, WI 53039

Office 920-386-2866

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## OCCUPANCY REPORT---Rural Development

March 1, 2019

Move-Outs/Move Ins

April 1, 2019

### Dodge 1

Theresa 12-11

Theresa 12-11

Ashippun 12-12

1 M/O

Ashippun 12-11

Reeseville 14-13

1 M/I

Reeseville 14-14

Burnett 12-11

1 M/I

Burnett 12-12

Hustisford 14-14

Hustisford 14-14

Lowell 12-12

Lowell 12-12

Iron Ridge 8-8

Iron Ridge 8-8

Juneau 15-15

Juneau 15-15

Beaver Dam 17-17

Beaver Dam 17-17

Total Vacancies 116 -113

Total Vacancies 116 - 114

Percent Vacancy 2.6% Fiscal Year 5.05%

Percent Vacancy 1.7% YTD 1.7%

### Dodge 6

Waupun 48- 45

1 M/I

Waupun 48-46

Total Vacancies 48-3

Total Vacancies 48 - 2

Percent Vacancy 6.3% Fiscal Year 4.1%

Percent Vacancy 4.2% YTD 4.2%

### Dodge 8/OGLLC

Oak Grove 24 -22

2 M/I

Oak Grove 24-24

Percent Vacancy 8.3%

Percent Vacancy 0% YTD 7.5%

**All Units 188 /180 4.3%**

**All Units 188/184 3.2%**

## HUD HOUSING CHOICE VOUCHER PROGRAM

**March 1, 2019**

Total program participants paid by Dodge County 135 + 0 port out = 135 total

**April 1, 2019**

Less 0 household removed

Less 2 households voluntarily off

Less 0 port out absorbed

Less 0 voucher searching

Added 1 Port In absorbed

Added 0 New

Added 0 voucher searching back on program

Program Participants in Dodge County 134

Paying for port out 0

Total program participants we are paying for 134

Current program participants searching 0

Current Vouchers Issued 0

Waiting List / with local preference, and not very low 2736/3184

Prepared - April 15, 2019

