Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, March 25, 2020 in the Community room of the Juneau Senior Apartments located at 491 E Center Street Juneau, WI

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

Roll Call: Glenn Stousland- in person

Appeared by phone: Becky Glewen, Shirley Kitchen, Mary Reak. Conference call was provided by Freeconferencecall.com

Absent: Eugene Wurtz

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

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Mary Reak to approve the agenda. The motion was seconded by Shirley Kitchen. Motion carried.

Motion was made by Becky Glewen and seconded by Mary Reak to dispense the reading of the March 4, 2020 minutes and approve them as presented. Motion Carried.

Public Form- none

Communications- none

Motion was made by Shirley Kitchen to deviate from the agenda. The motion was seconded by Mary Reak. Motion carried.

Old Business-none

New Business-

A. A motion was made by Shirley Kitchen to Update the Gap Loan Consent of Commissioners Related to OGLLC Phase II as presented. The motion was seconded by Mary Reak. Motion Carried.
B. A Motion was made by Becky Glewen to Approve the Bid from Engelson and Associates for the 2020 A133 bid. The Motion was Seconded by Shirley Kitchen. Motion carried.
C. Coronavirus (COVID-19) Plan- Donna reported the steps taken and anticipated as the situation continues to develop.

Becky Glewen was dismissed from the meeting.

A motion was made by Mary Reak and seconded by Shirley Kitchen to approve the current bills as presented. Motion carried. Board reviewed the Faronic bill for OGLLC and check number 18340 D6-Elevator bill

Occupancy report- Reviewed details of occupancy report.

Maintenance report- Beaver Dam Apt 1 Remodel completed. Posted COVID notices at the buildings. Extra cleaning and only emergency maintenance.

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

Management- WHEDA MOR 3/26-Harris Court file and unit review postponed.COVID19, VMS Audit review was completed. 3% or more variance prompts a HUD site visit. Our variance was 0%. Full report should be available in 30 days.

Phase II update- PUD amendment notarized update was recorded, signed construction easement with neighbor, City of Horicon shared cost for stormwater easement meeting tonight, logistics of closing being figured out. Adding "what-if" languages to the closing documents due to COVID19. Still anticipating closing on 3/31/20.

Announcements: Next meeting dates: 4/22/2020

A motion was made by Shirley Kitchen to adjourn. The motion was seconded by Mary Reak. Motion carried.

Meeting adjourned at 8:59 a.m.

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Glenn Stousland, Chairperson Donna Braun, Executive Director

DODGE COUNTY HOUSING AUTHORITY

491 East Center Street
Juneau, WI 53039

Office 920-386-2866 Fax Number 920-386-2725

OCCUPANCY REPORT---Rural Development

March 1, 2020		Move-Outs/Move Ins	April 1, 2020	
Dodge 1				
Theresa	12-12	1 M/I	Theresa	12-12
Ashippun	12-12		Ashippun	12-12
Reeseville	14-13	1 M/O	Reeseville	14-12
Burnett	12-11	1 M/O	Burnett	12-10
Hustisford	14-14		Hustisford	14-14
Lowell	12-12		Lowell	12-12
Iron Ridge	8-8	1 M/O	Iron Ridge	8-7
Juneau	15-15	1 M/I	Juneau	15-15
Beaver Dam	17-16		Beaver Dam	17-16
Total Vacancies 116 -113			Total Vacancies 116 - 110	
Percent Vacancy 2.6%			Percent Vacancy 5.2% YTD 5.2%	
Dodge 6				
Waupun	48- 46	1 M/I	Waupun	48-47
Total Vacancies 48-2			Total Vacancies 48 – 1	
Percent Vacancy 4.2%			Percent Vacancy 2.1% YTD 2.1%	
Dodge 8/OGLLC				
Oak Grove	24 –22	1 M/I	Oak Grove	24-23
Percent Vacancy 8.3%			Percent Vacancy 4.89% YTD 5.4%	
All Units	**188 /180 4.3%**		**All Units**	**188/181 3.8%**

HUD HOUSING CHOICE VOUCHER PROGRAM

March 1, 2020

Total program participants paid by Dodge County 123 + 0 port out = 123 total

April 1, 2020

Less 0 household removed
Less 1 households voluntarily off -
Less 0 port out absorbed
Less 1 voucher searching
Added 0 Port In absorbed
Added 0 New
Added 0 voucher searching back on program
Program Participants in Dodge County 122
Paying for port out 0
Total program participants we are paying for 122
Current program participants searching 0
Current Vouchers Issued 0
Waiting List 449 applications

Prepared – April 24, 2020