



HOUSING AUTHORITY OF THE COUNTY OF PORTAGE
1001 Maple Bluff Rd. Ste 1., Stevens Point WI 54482
Housing Office: 715-346-1392

“This institution is an equal opportunity provider and employer.”

MINUTES
OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
6-12-2024

1. The meeting was **called to order** at 4:00 p.m. by Doubek at the Housing Authority Office, 1001 Maple Bluff Rd Ste 1, Stevens Point, Wisconsin 54482.

2. A **roll call** was taken as follows:

Members Present: Holly Carter X Yes Absent
Chris Doubek X Yes Absent
Christian Budzinski Yes X Absent - EXCUSED
Sharon Mras X Yes Absent
Mike Splinter X Yes Absent
Also Present: Stacy Cieslewicz, Executive Director X Yes Absent

3. Doubek called for **corrections to the minutes** of 5-8-24. Corrections made? No
Motion by Splinter, second by Mras to **approve the minutes** as presented.
A roll call vote revealed 4 ayes, 0 nays, **excused - Budzinski**. Motion carried. Yes

4. **Correspondence** – None

5. **Director’s Update:**

Occupancy Report

Project I - 1 -1 Bedroom & 0 - 2 Bedrooms Vacancies at Tomorrow River Villa in Amherst
 5 -1 Bedroom & 0 -2 Bedrooms Vacancies at Rustic Manor in Rosholt

Project II - 5 -1 Bedroom Vacancies at Hillside Manor in Amherst
 6 -1 Bedroom Vacancies at Sunset Manor in Almond
 4 -1 Bedroom Vacancies at Milladore Manor in Milladore

Project III - 2 -2 Bedrooms & 2 -3 Bedrooms Vacancies at Parkview in Amherst
 1 -2 Bedrooms & 2 -3 Bedrooms Vacancies at Northview in Junction City
 0 -2 Bedrooms & 2 -3 Bedrooms Vacancies at Eastview in Rosholt

Section 8 County Vouchers

We have 219 households on lease for June 2024.

A review was made of the **Account Balances** as of 5-31-24 and the **Income & Expense Report** for the end of: April 2024. Comment made? Yes

Properties –

Staff is completing sidewalk repairs; painting balconies; power washing patio areas and exterior of buildings; other summer time repairs/maintenance

6. Review of Housing Authority Disbursements:

Disbursements for April, 2024 - Questions? No Corrections made? No

Motion made by Mras, second by Splinter to approve the Housing Authority Disbursements for April, 2024 with a total of \$128,729.41.

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

Public Notice: Public in attendance? No

7. Discussion/Possible Action-Advertising Techniques/Methods for Housing Properties

Board discussed hiring a consulting firm; Fees for Apartments.com (listing of which property and for how many months); Boost fees on Facebook.

Motion by Carter, second by Mras to approve posting Parkview Apartments in Amherst on Apartments.com for six months with follow-up on results in November before six months expiration.

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

8. Discussion/Possible Action-Payment in Lieu of Taxes (PILOT) Renewal-Amherst Properties-Resolution 24-02

Board reviewed/discussed Resolution

Motion by Carter, second by Splinter to approve Resolution 24-02

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

9. Discussion/Possible Action-Payment in Lieu of Taxes (PILOT) Renewal-Almond Property-Resolution 24-03

Board reviewed/discussed Resolution

Motion by Splinter, second by Mras to approve Resolution 24-03

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

10. Discussion/Possible Action-Payment in Lieu of Taxes (PILOT) Renewal-Milladore Property-Resolution 24-04

Board reviewed/discussed Resolution

Motion by Mras, second by Carter to approve Resolution 24-04

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

11. Discussion/Possible Action-Payment in Lieu of Taxes (PILOT) Renewal-Junction City Property-Resolution 24-05

Board reviewed/discussed Resolution

Motion by Splinter, second by Carter to approve Resolution 24-05

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

12. Discussion/Possible Action: Payment in Lieu of Taxes (PILOT) Renewal Term and Amounts-Rosholt Properties

Board reviewed/discussed email from Village of Rosholt. Renewal and payment increase requests

Motion by Carter, second by Mras to approve the Five-year renewal and the payment increase: Rustic Manor payment to increase to \$1800.00 per year and Eastview Apartments payment to increase to \$720.00 per year. Resolution to be presented at next meeting.

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

13. Discussion/Possible Action-Next Meeting – July 10, 2024 @ 4:00pm @ 1001 Maple Bluff Rd Stevens Point WI

Board discussed next tentative board meeting

Motion by Mras, second by Carter to approve next meeting on 7-10-24 @ 4pm @ HAPC office

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

Doubek asked for any objection to adjournment

Motion made by Carter, second by Splinter to **adjourn** the meeting at 4:25 p.m.

A roll call vote revealed _4_ ayes, _0_ nays, excused - Budzinski. Motion carried. Yes

Respectfully Submitted,