



HOUSING AUTHORITY OF THE COUNTY OF PORTAGE

1100 Centerpoint Dr., Suite 201B Stevens Point WI 54481

Housing Authority Office: 715-346-1392

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

MINUTES OF THE MONTHLY MEETING OF THE BOARD OF COMMISSIONERS 9-8-2021

1. The meeting was **called to order** at 4:15 p.m. by Carter at the Housing Authority Office, 1100 Centerpoint Dr., Suite 201B, Stevens Point, Wisconsin 54481.

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

<u>Members Present:</u>	Christian Budzinski	<u> X </u>	Yes	<u> </u>	Absent
	Holly Carter	<u> X </u>	Yes	<u> </u>	Absent
	Ntxhais Chai Moua	<u> </u>	Yes	<u> X </u>	Absent
	Chris Doubek	<u> X </u>	Yes	<u> </u>	Absent
	Sharon Mras	<u> X </u>	Yes	<u> </u>	Absent
<u>Also Present:</u>	Stacy Cieslewicz, Executive Director	<u> X </u>	Yes	<u> </u>	Absent

3. Carter called for **corrections to the minutes** of 8-11-21. Corrections made? No
Motion by Budzinski, second by Mras to **approve the minutes** as presented.
A roll call vote revealed 4 ayes, 0 nays, absent Moua. Motion carried. Yes

4. **Correspondence** – None

5. **Director’s Update:**

Occupancy Report

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

Project II - 3 -1 Bedroom Vacancies at Hillside Manor in Amherst
 3 -1 Bedroom Vacancies at Sunset Manor in Almond
 2 -1 Bedroom Vacancies at Milladore Manor in Milladore

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

Section 8 County Vouchers

We have 195 households on lease and 5 vouchers issued for September 2021.

A review was made of the **Account Balances** as of 8-31-2021 and the **Income & Expense Report** for the end of: June 2021. Comments made? No

Properties – Staff continues to work on work orders and recently vacated apartments

6. Review of Housing Authority Disbursements:

Disbursements for July, 2021 - Questions? No Corrections made? No

Motion made by Doubek, second by Budzinski to approve the Housing Authority Disbursements for July, 2021 with a total of \$94,263.70.

A roll call vote revealed 4 ayes, 0 nays, absent Moua. Motion carried. Yes

Public Notice: Public in attendance? No

7. Discussion/Possible Action - Snow Removal Bids

No response for providing snow removal serves to our properties in Milladore and Junction City. Cieslewicz will keep searching. No Motion

8. Discussion/Possible Action - Annual Plan 2022 –Compliance – Civil Rights Certification – Resolution 21-09

Board reviewed Resolution 21-09. Civil Rights Certification is an annual update required by Housing and Urban Development (HUD).

Motion by Mras, second by Doubek to approve Resolution 21-09

A roll call vote revealed 4 ayes, 0 nays, absent Moua. Motion carried. Yes

9. Discussion/Possible Action Selling Project III Properties–Opting Out of HUD Contract WI39R000079

Cieslewicz recommended to the Board to consider Opting Out of HUD Contract WI39R000079 – Family Sites – Project III so that our agency has the option to sell the properties outright. There are High Vacancies: no applicants; unqualified applicants; non-compliant tenants. Board reviewed: Previous Years of vacancy rates; Routine Expenses are outweighing the income coming in (HUD and tenant rent (when paid)). Cieslewicz indicated that we would have to inform HUD over a year in advance of our “intent” to Not Renew. Our Agency does have the option to withdraw the “intent” of non-renewal.

Motion by Doubek, second by Budzinski to approve of the Executive Director moving forward with informing HUD that our “intent” is to Not Renew HUD Contract WI39R000079 as of 03-01-2023.

A roll call vote revealed 4 ayes, 0 nays, absent Moua. Motion carried. Yes

Next Meeting Date:

Motion made by Mras, second by Doubek to approve meeting on October 13, 2021 at 4:15 p.m. at the Housing Authority Office at 1100 Centerpoint Dr., Suite 201B, Stevens Point, WI.

A roll call vote revealed 4 ayes, 0 nays, absent Moua. Motion carried. Yes

Carter asked for any objection to adjournment

Motion made by Mras, second by Budzinski to **adjourn** the meeting at 5:00 p.m.

A roll call vote revealed 4 ayes, 0 nays, absent Moua. Motion carried. Yes

Respectfully Submitted,