



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 2-9-2022

1. The meeting was **called to order** at 4:05 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:
Members Present: Christian Budzinski __ Yes __X_ Absent - Excused
Holly Carter __X_ Yes __ Absent
Ntxhais Chai Moua __ Yes __X_ Absent
Chris Doubek __X_ Yes __ Absent
Sharon Mras __X_ Yes __ Absent

Also Present: Stacy Cieslewicz, Executive Director __X_ Yes __ Absent
3. Carter called for **corrections to the minutes** of 11-10-21. Corrections made? No
Motion by Doubek, second by Mras to approve the minutes as presented.
A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes
4. **Correspondence** – None
5. **Director's Update:**

Occupancy Report

Project I - 2 -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
2 -1 Bedroom Vacancies at Sunset Manor in Almond
3 -1 Bedroom Vacancies at Milladore Manor in Milladore

Project III - 0 -2 Bedrooms & 3 -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 198 households on lease for February 2022.

A review was made of the **Account Balances** as of 2-9-2022 and the **Income & Expense Report** for the end of: December 2021. Comment made? No

Properties –

Boiler issues at Rustic Manor resolved by Point Heating and Cooling. Tomorrow River Villa underground piping issues resolved by Chet's Plumbing and Heating.

6. Review of Housing Authority Disbursements:

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

Motion by Doubek, second by Mras to approve the Housing Authority Disbursements for October, 2021 with a total of \$ 90604.85.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

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

Motion made by Mras, second by Doubek to approve the Housing Authority Disbursements for November, 2021 with a total of \$ 118465.89.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

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

Motion by Doubek, second by Mras to approve the Housing Authority Disbursements for December, 2021 with a total of \$ 112278.31.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

Public Notice: Public in attendance? No

7. Discussion/Possible Action - Rural Development-Performance Standards Certification-Resolution 22-01

Board reviewed Resolution 22-01 which is a regulatory requirement for year-end for Rural Development. Motion made by Mras, second by Doubek to approve Resolution 22-01.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

8. Discussion/Possible Action - Audit Fees

Cieslewicz indicated: Our Auditor - CLA(CliftonLarsonAllen) has informed the Housing Authority that the rules and risks of performing all the requirement of the audit has continued to change and has become an increasingly larger part of the audit time. The single audit time (HUD REAC) is now greater than the regular audit itself. Over the past five years, audit charges were significantly lower and CLA absorbed the difference. CLA can no longer absorbed such a large difference and so CLA is charging an additional \$7,000 to cover some of the cost of the HUD-REAC portion of the single audit (HUD REAC) (total of \$16,700 plus incidentals). CLA has also indicated that next year there will be another increase. Cieslewicz had contacted other Housing Authorities to inquire about their auditors and charges.

Motion by Doubek, second by Mras to approve of the increase in the Audit Fees.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

9. Discussion/Possible Action - Multi-Family Housing Preservation Revitalization (MPR) Program

Cieslewicz updated Board on appraisals – in contact with Rural Development – State Office

1) Representative and 2) Appraiser. No Motion Needed.

Next Meeting Date:

Motion made by Mras, second by Doubek to approve meeting on 3-9-2022 at 3:30 p.m. at the Housing Authority Office at 1100 Centerpoint Dr., Suite 201B, Stevens Point, WI.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

Carter asked for any objection to adjournment

Motion by Doubek, second by Mras to adjourn the meeting at 4:45p.m.

A roll call vote revealed 3 ayes, 0 nays, excused-Budzinski/absent-Moua. Motion carried. Yes

Respectfully Submitted,