

City of Stoughton Housing Authority Minutes

July 18 2018 2:30p.m. - City Hall, 381 E. Main Street, Stoughton, WI

Present: Sid Boersma; Michael Engelberger; Director of Finance Jamin Friedl; Mayor Tim Swadley; Sue Broihahn; Kristina Dux. Dan Matson and Senior Center Director Cindy McGlynn were absent and excused.

Others Present: Wendy Skoien of Greenspire; Linda Muller of HATS

The meeting was called to order at 2:30 p.m. by Engelberger.

Communications – An update was provided on the newly created Director of Finance/Comptroller position. Members discussed the possibility of requesting WPPI representative Cory Neely to perform a more in-depth energy audit of the Greenspire properties. Boersma introduced Linda Muller who gave a summary of HATS and how it relates to the work the Stoughton Housing Authority is conducting.

Approval of the May 2, 2018 Housing Authority Minutes – Motion by Boersma and second by Engelberger to approve the May 2, 2018 minutes. Motion carried unanimously.

Management Report and Financials, Update on MPR Program, Non-Smoking Policy Review – Dux distributed a copy of the 2nd quarter 2018 Owner's Report and Financials. Some discussion was held related to the 91.5% vacancy rate; however, Dux noted there are no issues or concerns and we should see that percentage increase in the coming months. Dux provided a brief summary of the MPR Program and no concerns were noted. The non-smoking policy has now been in effect for one full year and no major concerns or issues have been noted. Some instances of chronic offenders have occurred and Greenspire management will keep the Stoughton Housing Authority updated on the actions (if any) taken against the offenders. Dux also noted there are approximately 13-14 Ash Trees on the property that need to be removed. Members of the Stoughton Housing Authority will speak with Public Works Director Hebert to identify the contractor they are currently using and if any special contract pricing would be available to Greenspire under the City's current agreement. Motion by Boersma and second by Engelberger to approve the 2nd Quarter Management Report and Financials. Motion carried unanimously.

Discussion and Possible Action regarding Purpose of the Housing Authority

Discussion and Possible Action regarding Outlining Clear Rules and Vision

Discussion and Possible Action regarding research on Housing Authorities

Discussion and Possible Action regarding Creation of Community Development Authority (CDA)

These items were tabled until the October 17, 2018 meeting as the original Stoughton Housing Authority By-Laws have not yet been located. Engelberger will send out information on the Wisconsin State Statutes governing Housing Authorities for review prior to the October 17, 2018 meeting. Director of Finance Friedl will also conduct research related to the record keeping requirements that apply to the Stoughton Housing Authority. Other items to consider prior to the next meeting include a possible legal opinion related to the creation of a CDA and a presentation by Gary Becker discussing the impacts a CDA may have on HUD and RDA.

Discussion and possible action regarding scheduling joint meeting with RDA and Common Council – This item was also tabled pending resolution of the items noted above.

Next Meeting – The next meeting will be held on Wednesday, October 17, 2018 at 2:30pm at Greenspire.

Moved by Engelberger second by Friedl to adjourn at 2:59 p.m. The motion passed unanimously.

Respectfully Submitted,
Jamin Friedl, CPA