

City of Stoughton Housing Authority Minutes

April 23, 2014 3:00pm

Greenspire Apartments, 924 Jackson Street, Stoughton, WI

Present: Michael Engelberger; Dan Matson; Laurie Sullivan; Cindy McGlynn, Rachel Royston

Others Present: Bev Thompson, Wendy Skoien, and Sue Broihahn, all of Broihahn Management & Consulting; Donna Olson, Mayor

Guest: Debra Villa, Rural Development;

The meeting was called to order at 3:00 p.m. by Engelberger.

Elections:

President/Chair: Motion by Sullivan, second by McGlynn to nominate Michael Engelberger for Chair. There were no other nominations. Motion carried unanimously.

Vice Chair/Treas: Motion by Engelberger, second by Matson to nominate Laurie Sullivan for Vice Chair/Treas. There were no other nominations. Motion carried unanimously.

Communications: The committee was introduced to its newest member, Rachel Royston. Rachel grew up in Stoughton and worked as a RN at Skaalen for 7 years. She now is the Director of the Edgerton Care Center.

Minutes:

Motion to approve the minutes of 04/23/14 by Matson, second by McGlynn. Motion carried unanimously.

Monthly Reports:

The monthly reports were presented by Thompson and placed on file. Currently there are 5 vacancies. Parking lot bids are being received with an expected cost range of \$76,000 - \$106,000.

Guest speaker: Debra Volla from Rural Development (Dodgeville office) attended the meeting to inform the committee about various Rural Development programs.

- 515 New Construction: Currently there is no funding for new construction.
- Reserve Account: Part of our loan agreement. The reserve account is used for long term improvement needs. The amount of fund balance allowed is capped.
- Rent/Vacancies: Volla suggested we use income waivers for HUD subsidized units to help fill our vacancies. The waiver is good for one year.
- Improvements: In order to re-size the reserve account, we would need to complete a Capital Needs Assessment. The CNA is a 20 year capital plan. Thompson will seek out bids and bring back to a future meeting for discussion.

Senior Bullying study: McGlynn reviewed the Senior Bullying report prepared by Kendra LaGrange, a student intern at the Senior Center. The study surveyed residents at Greenspire. There was a 49% response rate. The survey helped raise awareness of bullying and gave the residents an outlet for reporting. The survey will be repeated in one year.

Future Agenda Items: Discuss the Capital Needs Assessment

Moved by Sullivan, seconded by McGlynn, to adjourn (4:10 p.m.). Carried unanimously.

The next meeting will take place on Wednesday, July 23, 2014, 3:00pm at the Greenspire Apartments.

Respectfully Submitted,
Laurie Sullivan