

PLATTEVILLE HOUSING AUTHORITY ANNUAL BOARD MEETING
November 29, 2016

The monthly meeting of the Platteville Housing Authority Board was held on November 29, 2016 at 3:30 p.m. in the GAR room. Let the records show that the meeting agenda was properly posted according to the Open Meeting Law. A quorum was met. Marilyn Gottschalk, Board Chair, called the meeting to order.

Members Present: Ken Kilian, Marilyn Gottschalk, Christine Wunderlin

Members Absent: Melissa Duve, Liz Throop

Others Present: Jen Weber

APPROVAL OF PREVIOUS MINUTES

Motion by Kilian and second by Wunderlin to approve the October, 2016 regular board minutes. Motion Carried.

CLIENT UPDATE

The Board reviewed the current waiting and voucher lists. There are currently 64 families on the waiting list. The month of November, 2016 included 8 applications, 0 vouchers were issued, 0 placements and 1 end of participation. Weber noted that the number of applicants on the waiting list decreased significantly due to the recent review of applications. Motion by Kilian and second by Wunderlin to approve the client update. Motion Carried.

APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES

Landlord and operational expense checks were reviewed. Motion by Wunderlin and second by Kilian to approve operational checks 1308-1312 and landlord checks 1313-1361. Motion Carried.

OLD BUSINESS

Motion by Kilian and second by Wunderlin to amend and approve Resolution 2016-1 expanding the local Platteville preference to applicants who work in Platteville. Motion carried. Motion by Kilian and second by Wunderlin to approve Resolution 2016-2 to expand the local Platteville homeless preference. Motion carried.

Weber provided the board with her 2017 employment contract proposal. Motion by Wunderlin and second by Kilian to go into closed session. Motion by Wunderlin and second by Kilian to come out of closed session. Motion by Wunderlin and second by Kilian to approve the proposed contract. Motion carried.

Weber presented the board with the 2017 operating budget. No major changes were noted as significant budget cuts were implemented in 2016. Motion by Wunderlin and second by Kilian to approve Resolution 2016-3 for the 2017 operating budget. Motion carried.

The board was given an overview of the new City of Platteville website by Weber. Program information, application forms and links to useful resources are provided on the housing authority web page. Training was provided by the City of Platteville and each department has the ability to edit their page(s).

Discussion was held over a recent request for Project Based Vouchers (PBV) from the housing authority. The board would like the program to continue to provide freedom of choice housing for Section 8 participants at this time.

SEMAP file reviews were discussed. Gottschalk and Wunderlin will conduct file integrity reviews in January.

Weber provided the board with a budget update. Budget cuts and conservative spending in the 2016 year has significantly built the housing authority's Unrestricted Net Position (UNP) or administrative reserves. Weber will continue to monitor and conserve spending in 2017.

NEW BUSINESS

Motion by Wunderlin and second by Kilian to adjourn the meeting. Motion carried.

Respectfully submitted by Jen Weber.