

**MINUTES OF THE MONTHLY MEETING
HOUSING AUTHORITY OF THE CITY OF WISCONSIN RAPIDS**

The Housing Authority of the City of Wisconsin Rapids held its regular monthly meeting at 1:30 p.m. on Wednesday, January 27, 2021 in the community room of the Huntington House Apartments, 2521 10th Street South, Wisconsin Rapids, WI 54494. Commissioner Grode called the meeting to order at 1:34 p.m.

1. ROLL CALL:

Present: Jo Ann Grode, Cheryl Reith- Kincaid, Jean Helmer, David Henke, Evan Smith and Mary Vang

Also Present: Carol Voss, Sandra Crook, and Jolina Janus

2. MINUTES REVIEWED:

- A. Commissioners reviewed minutes from the December 31, 2020 meeting. Commissioner Helmer moved to approve the minutes of the December 31, 2020 meeting, seconded by Commissioner Smith. All aye votes.

3. COMMUNICATIONS:

- A. Staff Training Update: Mary reported on the most recent trainings completed by staff utilizing the HAI web-based training platform.

- 4. Special presentation to discuss remaining Wisconsin Rapids Housing Authority RAD Portfolio- Bill Boerigter and Kaitlin Scopoline of Baker Tilly**
- Kaitlin and Bill presented updated information regarding the 4% federal and state LIHTC. Kaitlin highlighted that Congress passed new legislation locking in the 4% LIHTC making it non-competitive and available on a rolling basis. Kaitlin stated that the remaining portfolio, Parkview and the scattered sites located on the west side, are located in opportunity zones which would increase the number of tax credits and providing financing of up to \$52,000 in rehab per unit. In addition, these opportunity zone units would receive an additional \$100 on top of RAD rents. Commissioner Grode and Mary discussed the issues that may arise with Parkview being in a flood plain. Kaitlin will have this discussion with investors to see if it would be an issue from an investor standpoint.

5. CONSIDERATION OF BILLS

- A. Approve December 2020 bills (Quickbooks register and purchasing card transaction detail): Commissioners reviewed the December 2020 bills. Commissioner Reith-Kincaid moved to approve the December 2020 bills, seconded by Commissioner Helmer. All aye votes.

6. EXECUTIVE DIRECTOR'S REPORT

- A. Public Housing Occupancy: Mary reported that there are six vacancies at Parkview—one for a smoking violation, one moving into assisted living, two voluntarily moving, one eviction and one deceased. Four of the vacancies have been offered to applicants from the waiting list with move-in dates for January 29, 2021, February 12, 2021 and February 26, 2021. The remaining vacancies will be filled off the waiting list with tentative move in dates of February 26 and March 5, 2021. There are three vacancies at Huntington House—two deceased and one moving into assisted living. All three vacancies have been filled off the waiting list with move in dates for January 29, 2021, February 1, 2021 and March 1, 2021. There are no vacancies at Tenth Avenue. There are no vacancies in the scattered site houses.
- A. Section 8 program status: Mary reported that as of January 25, 2021, there are 164 families under contract with private landlords with the current waiting list running approximately 24 months. There are currently 203 families on the waiting list. The Section 8 activity for the month consisted of two new admissions and four vouchers into the program, zero portability move-outs, zero VASH portability move-ins, zero standard portability move-ins, and four cumulative vouchers on the street. The waiting has been updated as of January 15, 2021.
- B. State Debt Collection (SDC) program status: Mary reported that three SDC payments were received on December 1, 2020 for a total amount of \$150.02 and two payments on January 5, 2021 for a total amount of \$491.34. The payments were received from former public housing tenants.
- C. Capital Funds Program grant status: Mary reported that the 2016 and 2017 grants have been fully expended. The 2018 grant has a balance of zero in operations and RAD funds pre-closing and \$38,250.77 in general capital activity for parking lot sealing/restriping, tree removal, appliances and Parkview HVAC. The 2019 grant has a balance of \$132,496.82 in operations for special assessment city projects and insurances, \$29,512.50 in general capital activity for appliances and zero in RAD funds. The 2020 grant has a balance of \$279,091 in operations for insurances, a new maintenance van, and special assessment city projects; \$6,000 in general capital activity for appliances and \$9,565 in RAD HAP funding for the Huntington House project. She also reported that \$50,000 was disbursed for miscellaneous expenses from operations in the 2019 grant and \$479 from RAD CFP in the 2020 grant for the Huntington House December HAP payment.
- D. Huntington House Redevelopment RAD construction update: Mary reported that a walk through to revisit prior punch list items was completed by Martin & Riley on January 25, 2021. Several items were noted that were incomplete. There are seven refrigerators that need to be delivered and installed, which will further delay the full completion of the project. Mary sent a letter to the HUD Office of Recapitalization requesting an extension for the completion date of the project.

10. **PUBLIC INPUT:** There was no public input.
11. **NEXT MEETING:** The next monthly meeting is scheduled for 1:30 p.m. on Wednesday, February 24, 2021 in the community room of the Huntington House Apartments.
12. **ADJOURNMENT:** Commissioner Reith-Kincaid moved to adjourn the meeting at 3:10 p.m., seconded by Commissioner Smith. All aye votes.

Submitted for approval by:

Approved by:

Mary Vang
Executive Director

Jo Ann Grode
Chair

Date: _____

Date: _____