

Dodgeville Housing Authority (DHA) Minutes, May 13, 2020

Present: Commissioners Terry Edwards, Jeff Grayson, John Ziehr, Elsa Greene, Tom DeVoss, and from Allegiant Property Management Cindy Knutson and Lori Saley. Absent: Jeff Starr

Chairman Edwards called the remote meeting through Webex to order at 10:04 a.m. Tom DeVoss made the motion, John Ziehr second, to approve the Certification of Public notice and an amended agenda to include "Election of Secretary-Treasurer" and "Discussion of WRRP and RERP Funds" under Other Business. Motion passed unanimously. The minutes from the April 8, 2020 meeting were reviewed. Tom DeVoss made the motion, Elsa Greene second, to approve the minutes as presented with the following correction: Lease-ups at the end of March were 54 instead of 58. Motion passed unanimously.

Cindy Knutson presented the financial reports for April, 2020. Chairman Edwards asked if the BMO money market account could be included in asset totals in the future. Going forward in future reports, Cindy will include the money market account balance and the HUD held reserve balance as assets. Tom DeVoss made the motion, John Ziehr second, to approve the financial reports as presented. Motion passed unanimously.

The following was reviewed under New Business:

- Lori Saley and Cindy provided the Section 8 program update. The Commissioners reviewed four reports: 1. Voucher Status 2. Average Client Income and Average Rent Paid 3. Unit Count Report and 4. Family Composition Report. DHA currently has 55 lease-ups.
- The Commissioners discussed with Lori and Cindy the impact of Covid 19 on the program. It appears the financial effect of the pandemic to our clients at this time has been minimal. This situation will continue to be monitored.
- The Commissioners were informed by Cindy that DHA has been awarded \$5,810 in CARES Act Funding. Possible uses for the funds are housing rehabilitation, rental assistance or to retain or increase owner participation in the Section 8 program. Chairman Edwards will contact personnel at Southwestern Wisconsin Community Action Program to brainstorm possible avenues to put this money to best use. Cindy will check with other housing authorities in Allegiant's client base to learn how they are using the funding. Use of the funds will be further discussed at the June DHA meeting.
- The Commissioners discussed the expiration of our contract with Allegiant on October 31, 2020. To follow the terms of our procurement policy, three quotes for services are to be obtained. Chairman Edwards will research other vendors, in addition to Allegiant, from which to seek a quote and will report his findings at the June meeting.
- John Ziehr made the motion, Tom DeVoss second, to elect Jeff Grayson as Secretary/Treasurer to complete the term ending at the October meeting, in accordance with our by-laws. Motion passed unanimously.

The following was reviewed under Old Business:

- The Commissioners discussed possible uses of WRRP and RERP funds. A consensus was formed that uses for these funds may be included with a plan for the CARES Act funding and will be further discussed once we determine a use for the CARES Act funds.

The next meeting was set for Wednesday, June 10 at 10:00 a.m., at Dodgeville City Hall. There being no further business, Tom DeVoss made the motion, Elsa Greene second, to adjourn the meeting at 11:14 a.m. Motion passed unanimously.

Respectfully submitted – Terry Edwards, Acting Secretary