

## **Dodgeville Housing Authority (DHA) Minutes, January 11, 2023**

Present at Dodgeville City Hall: Commissioners Terry Edwards, Jeff Grayson, Jeff Thomas, and Tom DeVoss. Present via Zoom: Representing Allegiant Property Management, Cindy Knutson, Commissioners Gretta Stilson and Patricia Rock. Excused: Commissioner John Ziehr.

Chairman Edwards called the meeting to order at 10:22 a.m. Tom DeVoss made the motion, Patricia Rock second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously. Terry Edwards presented the minutes from the December 14, 2022 meeting. Gretta Stilson made the motion, Tom DeVoss second, to approve the minutes as presented. Motion passed unanimously. Cindy Knutson presented the financial report for December, 2022. Jeff Thomas made the motion, Jeff Grayson second, to approve the financials as presented. Motion passed unanimously.

The following was reviewed under New Business:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 55 lease-ups, the same as the total at last month's meeting. There are four potential clients on the waiting list and four clients with vouchers.
- The board's finance committee will begin the process to seek a "Request for Proposal" from qualified servicers for a three-year period starting November 1, 2023.

The following was reviewed under Old Business:

- Planning continued on a letter to be sent to landlords concerning potential interest in a low interest loan program with WRRP funds. It was decided to add to the letter language concerning the potential option of a 50% grant for apartment improvement projects. Chairman Edwards will edit the previous letter sent to Cindy to include the grant language. The board hopes the new letter will be sent by February 1.
- Jeff Grayson reported that, after discussion with BMO Bank, our WRRP deposit account is in no danger of being deemed "dormant." It is the board's goal to use these funds to assist our clients as soon as possible.
- Jeff Grayson also reported that DHA's Money Market account is now earning 1% after previously earning .05%.
- Jeff Grayson also reported that he has been in contact with auditors for the city who will again include DHA in the annual city audit. The commissioners will review last year's auditor's findings concerning DHA at the February meeting.
- Chairman Edwards will contact Mayor Todd Novak concerning the expiring terms of Commissioners Tom DeVoss, Patricia Rock and Jeff Thomas and ask for extension of terms. He will also ask Mayor Novak if he would be willing to attend our next meeting to discuss the housing award he recently received.
- The board discussed the outstanding issue of \$2,477.97 in WRRP funds which were used to pay Southwestern Wisconsin Community Action for administrative services in 2018. As it came to the attention of the board by a HUD audit that those funds are not to be used for administration, and DHA now has ample funds in its administrative account, Jeff Grayson made the motion, Patricia Rock second, that \$2,477.97 be withdrawn from DHA's administrative funds and rightfully returned to WRRP funds. Motion passed unanimously.

The next meeting of DHA will be held Wednesday, February 8, 2023 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, Jeff Grayson made the motion, Tom DeVoss second, to adjourn the meeting at 10:55 a.m. Motion passed unanimously.

Respectfully submitted,

Terry Edwards, Acting Secretary