

Dodgeville Housing Authority (DHA) Minutes, July 10, 2024

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

Chairman Edwards called the meeting to order at 10:00 a.m. John Ziehr made the motion, Mary Pipal second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously. Terry Edwards presented the minutes from the June 19, 2024 meeting. Jeff Thomas made the motion, Mary Pipal second, to approve the minutes as presented. Motion passed unanimously. Cindy Knutson presented the financial report for June, 2024. John Ziehr made the motion, Gretta Stilson second, to approve the financial report as presented. Motion passed unanimously.

Program Updates:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 56 lease-ups, down two from the time of last month's review. There are 13 potential clients on the waiting list with 12 vouchers issued but not yet leased.
- Cindy reported that the most recent PIC monitoring rating was 103.64%. All recertifications are in the system and DHA is in full compliance.
- Cindy presented the board with various Housing Choice Voucher program statistics as it relates to DHA, including number of voucher payments, average payment, high and low payment amounts, number of bedrooms in the units, household composition, average income of our clients and average housing assistance payment amount.

The following was reviewed under New Business:

- Upon the recommendation of our working group of commissioners (Gretta Stilson, Jeff Thomas and Patricia Rock), John Ziehr made the motion, Mary Pipal second, that DHA approve a \$6,500 matching grant to East Chapel Street, LLC, Dodgeville, WI, to replace a roof. The unit houses a DHA tenant. The money is available from our WRRP grant program. Motion passed unanimously. (This application was given the go-ahead by the commissioners in April, 2024 through email. Today's action gives formal approval to the upcoming disbursement, providing the applicant follows program guidelines.)
- The commissioners reviewed authorized signers for our accounts at Merchant's Bank and BMO Bank. Mary Pipal made the motion, John Ziehr second, that Jeff Grayson be removed as a signer on all accounts, replaced by Jeff Thomas. All other signers will remain the same. Motion passed unanimously. Terry Edwards will verify this change has been made and report to the board at the August meeting.

The following was reviewed under Old Business:

- The board reached a consensus that another letter should be sent to landlords in September, reminding them of our WRRP grant program.
- Cindy will send Chairman Edwards the annual Civil Rights Certificate for review and signature.

The next meeting of DHA will be held Wednesday, August 14, 2024 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, Tom DeVoss made the motion, Patricia Rock second, to adjourn the meeting at 10:36 a.m. Motion passed unanimously.

Respectfully submitted,
Terry Edwards, Acting Secretary