



**Agenda for Sheboygan Housing Authority Monthly Board Meeting
to be held on Tuesday, August 11, 2026 at 12:00p.m.
at Wasserman Apartment Building, 611 North Water Street, Sheboygan**

(Please silence cell phones)

Commissioner Roll Call:	Present	Absent
Mercy Yang- Board Chair	_____	_____
Kay Hill-Resident Commissioner	_____	_____
John Donovan-Commissioner	_____	_____
Mary Lynne Donohue-Commissioner	_____	_____
Melody Hermann-Secretary/Executive Director	_____	_____
Pledge of Allegiance		

1. Call to order time _____
2. Review of minutes from 07/09/2026 (action needed)
3. Kaolee Yang SMARTGROWTH CFO presentation "Our services range from fractional CFO consulting to accounting and bookkeeping, offering a scalable approach to financial management. With deep expertise in nonprofit fiscal training, we work closely with teams to demystify financial concepts, train staff, and create processes and procedures with appropriate considerations to internal control that keep finances transparent, timely, and easy to understand. Whether it's strategic decision-making or daily fiscal operations, we're here to help organizations achieve financial clarity, stability, and growth."
4. The **Public Housing Assessment System (PHAS) Board discussion on PHAS Recovery Plan** and improving the PHAS score. (attachments) (action needed on PHAS Recovery plan)
5. HCV & PH Utility Allowance Study- HCV and Public Housing Utility Allowance Study, including recommended updates to utility allowance schedules and proposed implementation. A **utility allowance (UA)** is an amount that a housing agency uses to estimate the cost of basic tenant-paid utilities (such as electricity, gas, water, sewer, and trash) when determining housing assistance payments or tenant rent.



For **Housing (HCV)** and **Public** programs:



Choice Voucher Housing (PH)

- **Housing Choice Voucher (HCV):** The utility allowance is deducted from the family's rent calculation when the tenant is responsible for paying utilities. It helps account for expected utility costs so the tenant's total housing costs remain affordable.
 - **Public Housing (PH):** The utility allowance is used when residents pay some or all utilities separately from rent. It helps determine the tenant's total housing expense. (attachments) (action needed)
6. Capital Fund Grant- Melody will present a proposal to utilize Capital Fund Program grant funds for the purchase and installation of security camera systems at agency property. The project is intended to enhance resident safety, improve property security, and support ongoing property management operations. Board consideration and approval are requested to proceed with the use of available Capital Fund resources for this purpose. (action needed)
 7. Park Plaza- Review and discuss proposed changes to the Park Plaza lease, including changes to the lease terms, rental amounts, and annual rent adjustments and board action for approval. (attachments) (action needed)(?)
 8. Housing Choice Voucher (HCV) Inspection contract. (attachment) (action needed)
9. Next meeting date: **September 8, 2026**

8. Adjournment Time _____

Persons with disabilities who need accommodation to attend the meeting should contact the City of Sheboygan Housing Authority, 611 North Water Street, at 920-459-3466 as soon as possible.