



**Agenda for Sheboygan Housing Authority Monthly Board Meeting
to be held on Tuesday, October 13, 2026 at 12:00p.m.
at Wasserman Apartment Building, 611 North Water Street, Sheboygan**

(Please silence cell phones)

Commissioner Roll Call

Commissioner	Present	Absent
Mercy Yang, Board Chair	_____	_____
Kay Hill, Resident Commissioner	_____	_____
Mary Lynne Donohue, Commissioner	_____	_____
Liz Kroll, Commissioner	_____	_____
Melody Hermann, Secretary/Executive Director	_____	_____

Pledge of Allegiance

BOARD OF COMMISSIONERS MEETING AGENDA

1. Call to Order

Time: _____

2. Approval of Previous Meeting Minutes (*Action Item*)

Review and consider approval of the minutes from the September 8, 2026, meeting.

3. Welcome and Introduction of New Board Member

Welcome and introduction of Liz Kroll as a new member of the Sheboygan Housing Authority Board of Commissioners.

4. Admissions and Continued Occupancy Policy (ACOP) and Administrative Plan (*Discussion and Action Item*)



Review and revisions to the

Continued Occupancy Policy (ACOP) for Public Housing and the Administrative Plan for the Housing Choice Voucher (HCV) Program.

discuss proposed Admissions and

Supporting materials: Policy binders

5. Housing Authority Audit and Wasserman Audit *(Discussion and Action Item)*

Review and discuss the Housing Authority's annual audit and the Wasserman audit, including findings, recommendations, corrective actions, and outstanding items.

Supporting materials: Attachment

6. SmartGrowth Financial Proposal *(Discussion and Action Item)*

Review and consider the financial services proposal submitted by Kaolee Yang of SmartGrowth.

Supporting materials: Attachment

7. Review of Financial Statements – June and July 2026 *(Discussion and Action Item)*

Review and discuss the Housing Authority's financial statements for June and July 2026.

Supporting materials: Attachment

8. Public Housing Assessment System (PHAS) and Recovery Plan

Board discussion regarding the PHAS Recovery Plan, including updates to the monthly vacant unit dashboard and Tenant Accounts Receivable (TAR).

Supporting materials: Attachments

9. Temporary Office Closure and Staff Training *(Discussion and Action Item)*

Discuss the possibility of temporarily closing the Housing Authority office to the public for up to two weeks to allow staff dedicated time to address outstanding work, reduce administrative backlogs, and receive additional training on the new software system.



**Session – Former
Grievance**

**10. Closed
Employee**

The Board may convene in closed session pursuant to Wis. Stat. § 19.85(1)(b) to discuss a former employee's grievance concerning dismissal from employment and the Board's process for addressing the grievance.

The Board may reconvene in open session following the closed session, if necessary.

11. Next Meeting Date

November 10, 2026.

12. Adjournment

Time: _____

Accommodation Notice

Persons with disabilities who require accommodations to attend this meeting should contact the City of Sheboygan Housing Authority at 611 North Water Street, Sheboygan, Wisconsin, or by telephone at 920-459-3466 as soon as possible.