

MINUTES OF MEETING – CITY OF TOMAH

A Tomah Public Housing Authority meeting for the City of Tomah was held on the 3rd of February 2021 at 4:00 P.M. in the Kupper-Ratsch Senior Center, 1002 Superior Av, Tomah, WI 54660.

Members present: Robert Keene, Richard Yarrington, Pete Peterson, Megan Jensen, Rick Murray, Lamont Kiefer – Ex-officio
The following members were absent: None
Non-member(s) present: Brad Hanson and Rachel Muehlenkamp

Meeting called to order at 4:03PM by Chairman Rick Murray. Roll call taken.

Pete Peterson moved seconded by Richard Yarrington that the minutes of the January 6, 2021 meeting be approved. All Ayes motion carried.

Accounts Payable/Bills – Following Board review & discussion: Richard Yarrington moved seconded by Pete Peterson to approve 01/07/2021 to 02/03/2021 Lakeside, Section 8 & Manor Cash Disbursement Reports totaling \$96,260.46. All Ayes motion carried.

Proposed Projects: None

Cash & Investment Report was reviewed and accepted.

Rental Property Recap Reports were reviewed and accepted.

Financial Statements for 12/31/2020 were reviewed and accepted.

2020 Year End Reports – Reports were reviewed and accepted with the following noted highlights:

TPHA owned rental properties for 2020 had an overall Occupancy Rate of 97%; an Average Number of Days a Unit was Vacant of 45.43 days on the 21 units reoccupied (7 Interior Apt Rehabs completed).

Housing Voucher Program had an overall voucher utilization rate of 89.37% with Veterans Voucher rate 87.92% & Standard Voucher rate of 98.44%

Lakeside Apts.: 2015-2020 Total of \$268,684 drawn from reserve fund to cover Interior Apt Rehab costs

Operating Reserve Fund Balances	2020	2019	2018	2017	2016	2015	2014
Lakeside Apartments	54,713	214,881	252,735	219,691	218,274	199,806	155,729
Tomah Manor Apartments	233,385	190,087	170,821	150,035	231,368	203,834	157,846
Maple Grove Duplex	935	214	(7)	1,465	1,490	(154)	4,268
504 Waterman Av – Tri-plex	6,906	1,110	NA	NA	NA	NA	NA
Housing Voucher Rental Assistance	67,954	46,980	44,514	46,180	50,419	44,783	35,354
Payments in Lieu Taxes - PILOT	2020	2019	2018	2017	2016	2015	2014
Lakeside Apartments	9,514	9,747	10,973	10,867	9,233	8,268	6,374
Tomah Manor Apartments	17,372	16,339	15,861	15,513	14,971	14,829	14,309
Maple Grove Duplex	1,144	1,050	1,008	1,021	986	996	948
504 Waterman Av – Tri-plex	2,086	1,195	NA	NA	NA	NA	NA
Total PILOT paid to City of Tomah	30,116	28,331	27,842	27,401	25,190	24,093	21,631

Public Housing: Lakeside Apartments –

Capital Improvements Projects – Following review & discussion of quotes/estimated costs for Apts #7 & #21 and funds available to complete these interior rehabs, Richard Yarrington moved seconded by Robert Keene to authorize Executive Director utilize/commit reserve funds on hand to cover costs of Apt#21 Interior Rehab and cost of tub/shower unit for #7; and as HUD Capital Funds and/or operating funds become available proceed to utilize/commit these funds to Apt#7 interior rehab; and that in both Apt #21 & #7 Contractor/Supplier with lowest quote as presented for flooring, plumbing, drywall, cabinets and building materials shall be selected with drywall quotes being accepted through 02/08/2021. All Ayes motion carried.

Section 8 Housing Voucher Program – None

Tomah Manor, 905-907 Maple Grove Duplex, 504 Waterman Apts & Sr Center Apt. – None

There being no additional business for the Tomah Public Housing Authority Pete Peterson moved seconded by Robert Keene to adjourn meeting at 4:45 P.M.

Submitted by: Rachel Muehlenkamp, Recording Secretary