

MINUTES OF MEETING – CITY OF TOMAH

A Tomah Public Housing Authority meeting for the City of Tomah was held on the 1st of September 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, Remy Gomez, Lamont Kiefer – Ex-officio

The following members were absent: Ricky Murray

Non-member(s) present: Brad Hanson, Rachel Muehlenkamp

Meeting called to order at 4:00PM by Vice-Chairman Robert Keene. Roll call taken.

Richard Yarrington moved seconded by Pete Peterson that the minutes of the August 4, 2021 meeting be approved. All Ayes motion carried.

Accounts Payable/Bills – Following Board review & discussion: Pete Peterson moved seconded by Remy Gomez to approve 08/05/2021 to 09/01/2021 Lakeside, Section 8 & Manor Cash Disbursement Reports totaling \$52,371.09 All Ayes motion carried.

Cash & Investment Report was reviewed and accepted.

Rental Property Recap Reports were reviewed and accepted.

Financial Statements for 07/31/2021 were reviewed and accepted.

Following Board review and discussion of 2021 Budget Revisions & 2022 Budgets the following action was taken. Remy Gomez moved second by Richard Yarrington to approve Resolution #330 for Lakeside Apartment 2022 Budget, Resolution #331 for Lakeside Apartment 2021 Budget Revision, Resolution #332 for Tomah Manor Apartments & Maple Grove Duplex 2022 Budgets, Resolution #333 for Tomah Manor Apartments & Maple Grove Duplex 2021 Budget Revisions, Resolution #334 for WI096VO Housing Choice Voucher Program 2022 Budget and Resolution #335 for WI096VO Housing Choice Voucher Program 2021 Budget Revision as presented. All ayes motion carried

Public Housing: Lakeside Apartments – General Program activity report was provided

Flat Rent Policy: Following review & discussion of proposed change to flat rent calculation method Remy Gomez moved seconded by Richard Yarrington that TPHA Admissions & Occupancy Policy shall be modified to state flat rent calculation method as:

- (1) Flat rents shall be based on the market rent charged for comparable units in the private unassisted rental market. The flat rent is to be equal to the estimated rent for which rental unit could be promptly lease and a reasonable method to determine flat rents which considers Location, Quality, Unit size, Unit type, Age of property, Amenities at the property and in immediate neighborhood, Housing services provided, Maintenance provided, Utilities provided, shall be used.

Review of Flat Rents: TPHA shall ensure that flat rents continue to mirror market rent values and comply with 24 CFR 960.253(b). TPHA shall review flat rents on an annual basis, and adjust them as necessary to ensure that flat rents continue to mirror market rent values.

TPHA will publicly post the schedule of flat rents in a conspicuous manner in the TPHA office.

Documentation of Flat Rents annual reviews & determinations shall be maintained that document the method used to determine flat rents, and that show how flat rents were determined in accordance with stated policy method

and approve proposed 11/01/2021 Flat Rent schedule as presented. All aye motion carried

Capital Improvements Projects - Rachel Muehlenkamp presented update -
Unit rehab on Apt # 5 interior rehab estimated to start Nov-Dec 2021

Section 8 Housing Voucher Program – General Program activity report was provided.

Annual review Housing Voucher Payment Standards: Rachel Muehlenkamp provided background information related to fair market rents set by Dept of HUD vs Tomah's current rental market. Following discussion no action was taken and Housing Voucher Payment Standard Policy shall remain unchanged & sets 0, 1 & 2 bedroom rental unit sizes at 110% of the Monroe County Fair Market Rent and all other rental unit sizes at 100% of the Monroe County Fair Market Rent as determined by the Department of Housing and Urban Development.

Following Board review & discussion of VA Supportive Housing (VASH) –initiatives to expand collaboration to address homeless Veterans needs for support services provided in Special Housing Types i.e. assisted living, adult foster care, congregate care (CBRF), Richard Yarrington moved second by Pete Peterson to approved TPHA participation in initiatives that will address the growing needs of aging homeless and formerly homeless Veterans with housing options that may include supportive services to maximize Veteran's independence. All Ayes motion carried.

Tomah Manor, 905-907 Maple Grove Duplex, 504 Waterman Apts & Sr Center Apt. – General Program activity report as provided including update on Sr Center Apt at 109 E Milwaukee to be vacated by mid Sept. and plan to transition management of unit to Sr Center after TPHA Staff completes move out clean up.

There being no additional business for the Tomah Public Housing Authority Pete Peterson moved seconded by Robert Keene to adjourn meeting at 5:32 P.M.

Submitted by: Rachel Muehlenkamp, Recording Secretary