

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, June 15, 2009
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
3:00 p.m.

MEMBERS PRESENT: Darlene Hallet- Chair, Michael Welch- Vice Chair, Rich Aicher, Tom Diedrick.

MEMBERS EXCUSED: Paul Kendle.

OTHERS PRESENT: Nikki Aderholdt, Anne May Steffel, Rob Strong, Greg Geiser, Chip Law, D. Payne, M. Roberts, T. Kniola, K. Koehne, S. Matejov, A. Jacque.

APPROVAL OF MINUTES:

1. Approval of the minutes from the May 18, 2009, meeting of the Brown County Housing Authority.

A motion was made by T. Diedrick, seconded by M. Welch, to approve the minutes as presented. Motion carried.

COMMUNICATIONS:

None.

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program
 - A. Preliminary Applications

G. Geiser stated there were 144 applications for the month of May, which is down 20 from April. G. Geiser stated that the decline in applications does not appear to be a trend.
 - B. Housing Assistance Payments

G. Geiser stated that the payments are down from the month of May due to more payments being on abatement. The payments follow the decline in unit count.
 - C. Housing Assistance Unit Count

G. Geiser stated that unit count is at 2,806, down from 2,846 in the month of May.
 - D. Housing Quality Standard Inspection Compliance

M. Roberts stated that the figures are not necessarily where they need to be. The numbers for May are down from April. M. Roberts stated that this does not

appear to be a trend, but the numbers seem to reflect closely with those of unit count and HAP payments.

E. Housing Choice Voucher Administrative Costs and HUD 52681B

C. Law stated that the BCHA is trending in the right direction, currently at \$23,265 under budget.

F. SEMAP Monitoring Report

G. Geiser stated that if the SEMAP score were run today, the BCHA would receive full points possible.

G. Report of the Housing Choice Voucher Family Self Sufficiency Program

D. Payne stated that there were 104 clients for the month of May, 39 of which have escrow accounts and 1 new contract.

H. Report on the Housing Choice Voucher Home Ownership Option

D. Payne stated that there were 95 clients for the month of May and one graduate. D. Payne stated that graduation will be held on July 14 at approximately 12:30 in the new ICS building; all commissioners are invited to attend.

3. Report on Langan Investigations Criminal Background Screening and Fraud Investigations.

G. Geiser stated that nine investigations were opened in the month of May, of which one was closed as substantiated, one was closed as unable to substantiate, and seven remain open. The report tracks backward by month after that point. G. Geiser stated that the investigation from November was finally closed as unable to substantiate.

G. Geiser stated that 115 new applications were processed in May, of which 82 were approved, 32 were approved pending out of state records checks, and one is still being processed.

OLD BUSINESS:

None.

NEW BUSINESS:

4. Request for funds for revise and reprint the Neighborhood Guide in the amount not to exceed \$10,000.

R. Strong stated that about four years ago, the Housing Authority provided approximately \$10,000 for the printing of the Neighborhood Guide. The Guide is up for renewal and revising, and funds to do so are being sought.

R. Strong introduced S. Matejov and A. Jacque of the Mayor's Office. They will answer any questions the Authority may have.

R. Strong stated that he recommended funding these monies from the unrestricted CDBG account held by the BCHA.

A motion was made by M. Welch, seconded by T. Diedrick, to approve funds for the revising and reprinting of the Neighborhood Guide in the amount not exceeding \$10,000. Motion carried.

BILLS:

A motion was made by T. Diedrick, seconded by M. Welch, to approve the bills as presented. Motion carried.

FINANCIAL REPORT:

The financial report was received and placed on file.

(Note: R. Aicher arrived at this time.)

STAFF REPORT:

G. Geiser indicated that he would like to take this opportunity to introduce the BCHA to two new members of Integrated Community Solutions. Tom Kniola comes to ICS from Chicago, Illinois. Tom will be working in FSS as an FSS Coordinator and HCV as a CSS. Kathy Koehne comes to ICS from Little Suamico, Wisconsin. Kathy will be working as a CSS under the HCV program.

R. Strong stated that HUD has finally provided the BCHA with a written letter regarding whether or not vouchers can be returned. The letter indicates that vouchers cannot be returned because there is not money attached to them. The only action that can be taken is referred to as a partial transfer. This information will be shared with the Brown County Administration Committee next week.

R. Strong stated that the Neighborhood Stabilization Program (NSP) will be providing \$2.15 million to Brown County in an effort to help with mortgage properties. The money will primarily be utilized in the City of Green Bay.

R. Strong informed the Board that the Mayor's Kids Day was coming up on June 25th. The program has recently been nationally recognized.

A motion as made by R. Aicher, seconded by T. Diedrick, to adjourn the meeting at 3:30 p.m. Motion carried. The meeting was adjourned at 3:30 p.m.

:naa