

MINUTES OF MEETING – CITY OF TOMAH

A Tomah Public Housing Authority meeting for the City of Tomah was held on the 2nd of February 2022 at 4:00 P.M. in the Kupper-Ratsch Senior Center, 1002 Superior Av, Tomah, WI 54660.

Members present: Robert Keene, Rick Murray, Richard Yarrington, Pete Peterson, Remy Gomez, Lamont Kiefer – Ex-officio

The following members were absent:

Non-member(s) present: Kirk Arty, Rachel Muehlenkamp

Meeting called to order at 4:00PM by Chairman Rick Murray. Roll call taken.

Remy Gomez moved seconded by Pete Peterson that the minutes of the December 1, 2021 and December 15, 2021 meetings be approved. All Ayes motion carried.

Following discussion on retirement/resignation of the Community Development/Housing Executive Director, Remy Gomez moved seconded by Pete Peterson to hold a joint Board Meeting of the Tomah Housing Authority Board & CDBG Board on 02/09/2022 at 4:00PM to determine, establish and proceed with plan for future TPHA operations and staffing. All ayes motion carried.

Accounts Payable/Bills – Following Board review & discussion: Richard Yarrington moved seconded by Remy Gomez to approve 12/04/21 to 02/01/22 Lakeside, Section 8 & Manor Cash Disbursement Reports totaling \$157,148.86. All Ayes motion carried.

Cash & Investment Report was reviewed and accepted.

Rental Property Recap Reports were reviewed and accepted.

Financial Statements for 12/31/2021 were reviewed and accepted.

2021 Year End Reports – Reports were reviewed and accepted with the following noted highlights:

TPHA owned rental properties, which for 2021 had an overall Occupancy Rate of 97.0%; an Average Number of Days a Unit was Vacant of 52.47 days on the 15 units reoccupied (Note 1 Apt. Interior Rehabs completed).

Housing Voucher Program had an overall voucher utilization rate of 8434% with Veterans Voucher rate 81.83% & Standard Voucher rate of 100.00%

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

Operating Reserve Fund Balances	2021	2020	2019	2018	2017	2016	2015
Lakeside Apartments	75,801	54,713	214,881	252,735	219,691	218,274	199,806
Tomah Manor Apartments	275,843	233,385	190,087	170,821	150,035	231,368	203,834
Maple Grove Duplex	1,239	935	214	(7)	1,465	1,490	(154)
504 Waterman Av – Tri-plex	9,488	6,906	1,110	NA	NA	NA	NA
Housing Voucher Rental Assistance	67,472	67,954	46,980	44,514	46,180	50,419	44,783
Payments in Lieu Taxes - PILOT	2021	2020	2019	2018	2017	2016	2015
Lakeside Apartments	11,262	9,514	9,747	10,973	10,867	9,233	8,268
Tomah Manor Apartments	18,115	17,372	16,339	15,861	15,513	14,971	14,829
Maple Grove Duplex	1,179	1,144	1,050	1,008	1,021	986	996
504 Waterman Av – Tri-plex	2,067	2,086	1,195	NA	NA	NA	NA
Total PILOT paid to City of Tomah	32,623	30,116	28,331	27,842	27,401	25,190	24,093

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

Capital Improvements Projects - Rachel Muehlenkamp presented update -

Unit rehab on Apt # 5 started 10/2021 & estimated complete 02/28/2022

Following discussion on whether to wait for 2022 HUD Capital Funding award in mid-2022 to complete Apt #10 rehab or proceed to rent unit in as is condition, Richard Yarrington moved seconded by Remy Gomez to not hold Apt #10 for rehab and proceed with renting in its present condition. All Ayes motion carried.

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

Tomah Manor, 905-907 Maple Grove Duplex & 504 Waterman Apts – General Program activity report was provided.

There being no additional business for the Tomah Public Housing Authority Remy Gomez moved seconded by Pete Peterson to adjourn meeting at 5:30 P.M.

Submitted by: Rachel Muehlenkamp, Recording Secretary