

**APPLETON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING September 17, 2007**

Commissioner Attendees:
Valerie Dreier, Chairperson
Patrick DeWall, Vice-Chairperson
Kathy Groat, Commissioner
Ray Barlow, Commissioner

Commissioners Excused:
Ed Schmidt, Commissioner

Other: None

Staff Present: Debra Dillenberg; Executive Director, Richard Knudsen;
Finance Manager.

I. Call to Order-Chairperson Dreier called the meeting to order at 12:30 pm at the main office of the Housing Authority.

Approval of Minutes: Chairperson Dreier called for a motion to approve the minutes of August 20, 2007 as submitted by Ms. Dillenberg.

Motion to Approve: By Commissioner Groat.

Motion seconded: By Commissioner Barlow.

Motion carried: Yes.

II. Financial Report:

Rick reviewed the comprehensive agency financial statements with the commissioners. Rick commented that rent revenue under public housing has decreased while resident charges have increased. The operating subsidy increased to 83% from 79%. With no further questions, Chairperson Dreier called for a motion to approve.

Motion to approve: By Commissioner Barlow.

Motion seconded: By Vice-Chairperson DeWall.

Motion carried: Yes.

III. Approval of Bills:

Chairperson Dreier called for a motion to approve the July 2007 Billing Statement. Commissioners questioned check number # 8335 of which Rick stated was services for a background check from the Arkansas State Police, check number # 8339 to Epiphany Law Firm for the filing of our non-profit, check #8347 to John Savage & Merlin Pecha for the TBRA Program, check # 8369 to the City of Appleton for the HOME Program, check # 8391 to BTS Laboratories for lead paint testing, and check # 8408 to LEAVEN for a security deposit return.

Motion to Approve in the amount of \$199,977.83: By Commissioner Barlow.

Motion seconded: By Commissioner Groat.

Motion carried: Yes.

IV. Unfinished Business:

Ms. Dillenberg requested two dates from commissioners for the annual lunch. Ms. Dillenberg further stated that she was not planning on hosting an extravagant event. It was decided that October 23rd or November 13th were good choices. Ms. Dillenberg commented that work has begun on the annual calendar and that she would notify the commissioners regarding the date of the luncheon.

New Business:

Chairperson Dreier presented Resolution # 2007-23 PHA Plan 2008

Ms. Dillenberg briefly reviewed the template with the commissioners noting that the housing authority added language regarding the disposition of public housing scattered site units that were older and not cost effective to keep in inventory. A 45-day public comment period ended August 27, 2007 with no comments.

Motion to Approve: By Vice-Chairperson DeWall.

Motion seconded: By Commissioner Groat.

Motion carried: Yes.

Chairperson Dreier presented Resolution # 2007-24 PHA Plan 2007

Amendment. Ms. Dillenberg reviewed the revised 2007 Plan that includes a statement on the disposition of the Clark street property. A 45-day public notice announcing this revision expired on August 27, 2007. No comments were received. With no questions, Chairperson Dreier called for a motion to approve.

Motion to Approve: By Commissioner Groat.

Motion seconded: By Commissioner Barlow.

Motion carried: Yes.

Chairperson Dreier asked Ms. Dillenberg to provide an update regarding the ASSD Partnership. Ms. Dillenberg commented that AASD staff, she and Commissioner Schmidt made revisions to the home plans to stay within an affordable budget. The Post Crescent featured a sizeable article and picture of the students working on the home. The newspaper is interested in creating a "blog" to follow the progress of the project.

Ms. Dillenberg highlighted areas of the various Department Reports. With no questions asked, Chairperson Dreier called for a motion to approve.

Motion to Approve: By Commissioner Barlow.

Motion seconded: By Vice-Chairperson DeWall.

Motion carried: Yes.

Any other Business:

Adjournment:

With there being no further business before the board, Chairperson Dreier called for a motion to adjourn the regular meeting of the board of commissioners.

Motion to Adjourn: By Vice-Chairperson DeWall.

**Motion seconded: By Commissioner Barlow.
Motion carried: Yes.**

**Certification: I hereby certify that the foregoing minutes were duly
adopted by the Board of Commissioners this 29th day of October 2007**

_____ **Debra Dillenberg, Board Secretary**

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