

**APPLETON HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS MEETING August 16, 2010**

**Commissioner Attendees:** Patrick DeWall; Commissioner  
Judy Lange; Commissioner Val Dreier; Commissioner  
Kathy Groat; Vice-Chairperson

**Commissioner Excused: Chairperson Schmidt.**

**Staff Present:** Debra Dillenberg; Executive Director, Aaron Hilbert;  
Executive Finance Coordinator,

**I. Call to Order-**With a quorum of the board being in attendance, Vice-Chairperson Groat called the meeting to order at 12:30 pm.

**Approval of Minutes:** Vice-Chairperson Groat called for a motion to defer the minutes of July 19, 2010.

**Motion to Approve: By Commissioner Lange.**

**Motion seconded: By Commissioner Dreier.**

**Motion carried: Yes.**

**II. Financial Report:**

Aaron reviewed the comprehensive agency financial statements for all programs for the period ending July 31, 2010. Review included Cash & Investments, Financial Summaries for Public Housing, Operating Reserve Accounts, Variances, Section 8, Washington Place and other Programs. Discussion followed. Aaron stated that the revenue under public housing was down by \$7,452 due to a lower operating subsidy. However, the total expenses were under budget by \$49,776.00. Vice-Chairperson Groat called for a motion to approve all financial reports as submitted.

**Motion to Approve: By Commissioner DeWall.**

**Motion seconded: By Commissioner Dreier.**

**Motion carried: Yes.**

**III. Approval of Bills:**

Expenditures for the month of July 2010 were reviewed by the commissioners with Aaron summarizing various expenses in detail. Check detail #12865 through #12998 was provided and reviewed by the commissioners. Check summary was provided for check # 12867 to the City of Appleton for repayment of rental rehab loan funds for Washington Place. Aaron provided a description clarification for check #12879, #12895, and #12934, #12955, and #12972. A listing of four voided checks were also summarized by Aaron. Vice-Chairperson Groat called for a motion to approve the bills as submitted.

**Motion to Approve \$362,663.77: By Commissioner Dreier.**

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

**IV. Unfinished Business:**

Vice-Chairperson Groat declared there was no unfinished business.

**V. New Business:**

Vice-Chairperson Groat brought forward Resolution #2010-12. Vice-Chairperson Groat made a motion to re-consider Resolution #2010-10 Structure of Riverwalk due to her absence at the last meeting. Commissioner Dreier seconded that motion. Motion carried. Discussion followed.

Ms. Dillenberg stated that the structure of Riverwalk has changed since the last meeting. Ms. Dillenberg summarized the economic & operating structure of Riverwalk Place and further reviewed the final development fee split with the AHA at 70% and Horizon at 30%. Eagle Flats was taken out of the equation which resulted in higher land costs. Due to the higher percent of development fees going to the AHA, our reservation fee split is based on a higher percentage at \$29,500. Previously, this item was approved by electronic vote and today's resolution is a formality of record. There will be another payment due to WHEDA in the near future. Vice-Chairperson Groat called for a motion to approve.

**Motion to Approve: By Commissioner DeWall.**

**Motion seconded: By Commissioner Dreier.**

**Motion carried: Yes.**

Resolution #2010-13 Salary Administrative Policy. Ms. Dillenberg stated that the City of Appleton was freezing salaries for 2011. Considerable discussion followed. It was decided to defer the resolution until such time the policy could be further reviewed. Vice-Chairperson Groat called for a motion to defer.

**Motion to Approve: By Commissioner Lange.**

**Motion seconded: By Commissioner DeWall.**

**Motion carried: Yes.**

Resolution #2010-14 Disposition. Ms. Dillenberg explained that all public housing properties were identified & selected for disposal/disposition. All current occupants had the time period available for comment. A market analysis was obtained for all homes. Some discussion followed. Vice-Chairperson Groat called for a motion to approve.

**Motion to Approve: By Commissioner DeWall.**

**Motion seconded By: Commissioner Dreier.**

**Motion carried: Yes.**

Ms. Dillenberg reviewed the following department reports with the commissioners: Housing Choice Voucher, Public Housing, Washington Place, Oneida Heights, Maintenance Report, Family Self-Sufficiency, Public Health Nurse Report, and TBRA.

**Any other Business:**

Ms. Dillenberg commented on the Oneida Heights Open House event. There were approximately 25 individuals from the public that attended and took a tour.

**Adjournment:**

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

**Motion to Adjourn: By Commissioner DeWall.**

**Motion seconded: By Commissioner Dreier.**

**Motion carried: Yes.**

**Certification: I hereby certify that the foregoing minutes were duly adopted by the Board of Commissioners this 11<sup>th</sup> Day of October, 2010.**

\_\_\_\_\_ Debra Dillenberg, Board Secretary  
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