

Minutes of the Regular Meeting of the River Falls Housing Authority May 9, 2018
The meeting was held at Riverview Manor, 625 N. Main St., River Falls WI

Treasurer Matt Fitzgerald called the meeting to order at 6:30

Present: Matt Fitzgerald, Amy Peterson, Jacqueline Niccum

Nick Carow, Todd Bjerstedt arrived at 6:35

Absent:

Also Present: Anne McAlpine, Executive Director

MINUTES M/S/C Fitzgerald/Peterson to approve the minutes of April 11, 2018

TENANT REPRESENTATIVES

Several tenants from Edgewater Apartments and Riverview Manor were present. A tenant requested clarification of the procedure for enforcing the smoke free living policy.

There were introductions as there is a new Commissioner, Jacqueline Niccum.

ACTION ITEMS

1. M/S/C Peterson/Fitzgerald to approve payment of bills.
2. M/S/C Carow/Peterson to approve Resolution **#528** to approve the HUD Operating and Capital Fund budgets for FY 2019. Commissioners will tour the family housing development in June to consider replacing the storage sheds.
3. Smoke free patio and smoking shelter – Commissioners stepped out to the patio to view the area of concern. M/S/C Carow/Peterson to make the entire courtyard smoke free at the same time the smoking shelters are completed and to explore sites for additional smoking shelters.
4. Housing Needs Assessment – Discussed the completed Housing Needs Assessment. Future meetings will have a time designated to discuss the findings of the study. McAlpine will contact other Housing Authorities that provide programs in addition to affordable rental programs.

REPORTS

1. Vacancy and Re-rental Report – McAlpine presented the Vacancy Reports for April.
2. Contracts - McAlpine reported that one bid for replacing a portion of the driveway in front of Riverview Manor has been received and one is expected before the meeting adjourns. The one bid is for \$9,050. M/S/C Fitzgerald/Carow to accept the lowest bid for replacing a section of the driveway.

EXECUTIVE DIRECTOR REPORT

1. McAlpine reported that work on the Oakpark laundry room and units is complete. The front entry remodel is progressing. Work should be complete by May 15th.
2. McAlpine provided a copy of correspondence from HUD advising Commissioners of the online training called “Lead the Way”.
3. Edgewater and Briarwood Remodeling – Plans are being updated and will be reviewed by the State Rural Development Architect. This work will be one general contract and will include remodeling 3 units for handicap accessibility, remodeling kitchens and bathrooms, replacing windows, ventilation, lighting, plumbing and finishing in both Briarwood and Edgewater. Rural development funding for these renovations is made by extending the existing loan for 20 years. McAlpine explained that as long as there is a Rural Development loan on the

property, rent subsidy is available to tenants. Peterson requested a special meeting in the future to discuss this project.

4. McAlpine reported that 607 N Main is under lease. The City inspector noted a few items to be corrected. The cost of making the required repairs was \$2,868.31.
5. McAlpine informed Commissioners that River Falls Housing Authority received a grant from Alina Health for \$4,450. This grant will fund healthy activities at both the north and south campuses including a walking club, how to make healthy meals on a budget, a balance and fall prevention class, communication, and a session about coping with loss and depression.

CHAIR AND COMMISSIONER REPORT

Commissioner's terms of office were provided.

AP/NC moved to adjourn at 9:00

Respectfully submitted, Anne McAlpine, Executive Director