

**Woodford County Housing Authority
Regular Board Minutes**

Regular Board Meeting held at Eureka Community Room **December 19, 2022.**

Chairperson Prather called the meeting to order at 3:38 p.m.

Those present were: Chairperson, Tammy Prather, Vice-Chairperson, Diana Boschulte; board members; Eric Pigman (absent) (running late); Dale Greenhalgh; Laura Siscoe; Sue Knepp; Erik Brewer; and Diane Gregoire, Executive Director.

Com. Knepp made a motion to approve Regular Meeting minutes from November 21, 2022, 2nd by Com. Siscoe, motion carried.

Recognition of Guests/Audience Participation: no one in audience

Finance committee – nothing

Personnel committee – nothing

Visionary committee – nothing except house adjacent to property possible purchase, contact Melissa at the City Building.

Director's Report

Financial Reports & Review: As presented and reviewed for October 31, 2022, Low Rent was over by \$82.02, HCV was under in Admin. Fees \$6856.24 and HAP was under \$5888, Prairie Haven under budget by \$6834.95, Washburn under by \$2542.12, Prairieton was under by \$2732.91 and Management Fund over by \$447.41. Com. Brewer made a motion to approve the financials as presented, 2nd by Com. Greenhalgh, motion carried.

Vacancies – As of December 16, 2022, we have 2 in Eureka, 0 at South Haven and 0 at Prairie Haven, 0 at Prairieton, and 0 at Washburn.

Section 8 – Diane explains that for November we have 180 in payment and spent \$77,637 and the average payment was \$431, one Hard to House families 82 elderly/disabled households with 1 portable.

HUD – Diane says they are pushing more lease ups. There is discussion about ideas for incentives to landlords. Everyone will think on it and come up with ideas.

Rural Development – Asked for our audit again and budgets were approved.

Maintenance – We are working on work orders.

Evictions – We have possession of the unit.

Resident Council Report – Com. Brewer indicated there is nothing really to report.

Discussion and possible approval of Budget Revision (2022) (Resolution 2022-15) – There is discussion and Com. Siscoe makes a motion to approve the Budget as presented, 2nd by Com. Knepp, motion carried. (Siscoe, Brewer, Knepp, Greenhalgh, Boschulte – all Y)

Discussion and possible approval of RD Property Budgets 2023 (Resolution 2022-16)
– There is discussion Com. Siscoe makes a motion to approve as presented, 2nd by Com. Greenhalgh, motion carried. (Siscoe, Brewer, Knepp, Greenhalgh, Boschulte – all Y)

Discussion and possible approval of PHA 2023 Budget (Resolution 2022-17) -There is discussion about the deficit amount and the reason behind it. ViceChair. Boschulte makes a motion to approve as presented, 2nd by Com. Brewer, motion carried. ((Siscoe, Brewer, Knepp, Greenhalgh, Boschulte – all Y)

Discussion and possible approval of Write-off Bad Debt (Resolution 2022-18) – Com. Siscoe makes a motion to approve write off of \$40 95930 South Haven & \$13.75 95636 Pleasant Valley as presented and attached, 2nd by Com. Knepp, motion carried. (Siscoe, Brewer, Knepp, Greenhalgh, Boschulte – all Y)

Discussion and possible approval of Five Year & Annual Plan 2023-2027 (Resolution 2022-19) – Diane informs of what is included and the resident comments. Com. Knepp makes a motion to approve, 2nd by Com. Siscoe, motion carried. (Siscoe, Brewer, Knepp, Greenhalgh, Boschulte – all Y)

Discussion and possible approval of Updated Admin. Plan HCV Program (Resolution 2022-20) – There is discussion that it was put out for public comment but there were not any. Com. Siscoe makes a motion to approve as presented, 2nd Com. Brewer, motion carried. (Siscoe, Brewer, Knepp, Greenhalgh, Boschulte – all Y)

ViceChair. Boschulte makes a motion to adjourn 2nd by Com. Brewer, adjourned at 4:46 p.m.

Respectfully submitted,

Respectfully submitted,

Diane Gregoire
Executive Director

Tammy Prather
Chairperson

**Woodford County Housing Authority
Special Board Minutes**

Special Meeting held at Eureka Community Room on **December 19, 2022 at 3:00 p.m..**

Those present were: Com. Brewer (resident commissioner) Com. Knepp and and Diane Gregoire, Director.

This is the meeting for public review and comments on the 2023-2027 Five and Annual Plan and the Admin. Plan Updates. The information was reviewed there was no comment other than the resident comment about a property (Pleasant Valley) landscape border.

Com. Brewer makes a motion to adjourn, 2nd by Com. Knepp, meeting adjourned at 3:15 p.m., motion carried.

Respectfully submitted,

Diane Gregoire
Executive Director