



City of La Crosse, Wisconsin

City Hall
400 La Crosse Street
La Crosse, WI 54601

Meeting Minutes - Final

Housing Authority of the City of La Crosse

Wednesday, September 8, 2021

12:00 PM

Housing Authority of the City of La Crosse
1307 Badger Street

Call to Order

Chairperson Sayner called the meeting to order at 12:02pm

Roll Call

Present: 4 - Kimberly Cable, Kristina Bechtel, Peter Sayner, Kathleen Lawrence

Excused: 1 - Randall Brown

Also present were Steve Schauf, Executive Director and Kathy Storandt, Financial Coordinator and Sarah Fortune from Hale Skemp.

1 Approval of Minutes of regular meeting held August 11, 2021.

Commissioner Cable moved for approval of the Regular Meeting Minutes held August 11, 2021; Commissioner Lawrence seconded; motion carried 3-0

2 Approval of Bills

Commissioner Cable presented bills as follows and moved for their approval as well as the cost of the luncheon: Public Housing, \$58,785.26; Voucher Program, \$1,867.24; Mainstream Program, \$0.00; Capital Fund Program, \$215,838.67; Forest Park \$4,083.61; Ping Manor \$2,206.24; Non-Assisted Account \$200.00, Management Fund \$300.00, Central Office Cost Center \$3,266.73; Checks to be approved \$129,207.71; Total \$415,755.46 Commissioner Lawrence seconded. Motion Carried 3-0

3 Executive Director's Report

The Executive Director's Report was marked as reviewed.

4 Finance Report

The Finance Report was marked as reviewed.

5 Annual Meeting

Ms. Cable moved for the nomination of Peter Sayner as Chairperson; there being no further nominations, Ms. Bechtel seconded; motion carried. Mr.

Sayner moved for the nomination of Kimberly Cable as Vice Chairperson; there being no further nominations, Ms. Bechtel seconded; motion carried. Ms. Cable moved for the nomination of Kristina Bechtel as Treasurer; there being no further nominations Mr. Sayner seconded; motion carried. Ms. Cable moved for the nomination of Kathleen Lawrence as Assistant Secretary; there being no further nominations, Ms. Bechtel seconded; motion carried.

6 New Business

Employee Handbook Review and Discussion.

Sarah Fortune, Hale Skemp presented a brief overview of the current handbook and look to the Board to provide direction on the possibility of implementing a Paid Time Off (PTO) policy. The consensus of the Board was to have Ms. Fortune provide a breakdown of PTO policies from the Community to potentially poll the employees. Further discuss will commence at next month's meeting.

21-1292

Review and approve 2022 Payment Standards/Flat Rents.

The proposed 2022 flat rent and payment standards were reviewed. Commissioner Lawrence moved for approval; Commissioner Cable seconded; motion carried 3-0

21-1293

Review and approve 2022/2023 Utility Allowances.

The proposed 2022/2023 Public Housing Utility Allowances were reviewed. Commissioner Lawrence moved to approval; Commissioner Cable seconded; motion carried 3-0

With the recent spike in Covid-19 cases in the La Crosse area, the consensus of the Board was to move forward with conducting monthly Board meetings via teleconference as we had previously done.

Discussion commenced amongst the Board regarding reviewing the Housing Authority screening criteria policy and process. This item will be added to the November agenda.

Adjournment

Commissioner Bechtel moved for adjournment, Commissioner Cable seconded; motion carried 3-0