

THE HOUSING AUTHORITY OF THE CITY OF PLYMOUTH

1214 Reed Street
Plymouth, WI 53073
920-893-5133, 920-893-6117(fax)

BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

GENERAL MEETING CALL TO ORDER:

The regular monthly meeting of the Board of Commissioners was called to order at 9:00 AM, April 9rd, 2025 by Chairperson Linda Opitz

Chairman:	Linda Opitz
Commissioner:	Dennis McMullen
Commissioner	Marsha Vollbrecht
Commissioner:	William McCreedy
Commissioner	Mike Olig(absent)
Secretary:	Teresa Cruz
Guest:	None

PROCEEDINGS

1. The minutes of the March 5th, 2025 meeting were read. After review of the minutes, a motion was made by Commissioner Volbrecht and second by Commissioner McCreedy to approve the minutes. The motion was carried.
2. Recognition of tenant concerns:
 - a. 1220A and 1222A turning over. New tenant for 1222A. Still reviewing applications for 1220A.
 - b. Tenant requests to transfer units discussed. Policy states transfers are only considered conditions of unit pose a threat to health and safety, administration decisions based on modernizing the unit, or to correct occupancy standards.
3. The March 2025, Income and Expense report was reviewed. A motion was made by Commissioner McMullen and second by Commissioner Volbrecht to approve the financial report. The motion carried.
4. The April 2025 invoices were reviewed and discussed and questions were answered by the Executive Director. Commissioner Volbrecht moved that all invoices be paid with Commissioner McCreedy seconding the motion. The motion carried.

SECRETARY'S REPORT

1. The implementation of HOTMA in the facilities ACOP, application, and lease discussed. ED working with Nan McKay to update all documents.
2. Board approved ED attending HOTMA compliance training if need for further learning after attending Housing Conference end of April.
3. Current wait list numbers provided to board

Old Business

1. Five Year Capital Fund Planning continues
 - a. **PNA** – discussed with board. Possible need for facility.
 - b. **Water Softener System** to be replaced by Hauke Plumbing and Heating due to leaks on tanks.
 - c. **Pressure Washing** will be scheduled once five-year plan is approved.

NEW BUSINESS

- a. PNA – Resolution 369 has temporarily been put on hold.
- b. Motion to approve maintenance wage increase was made by Commissioner McMullen and seconded by Commissioner McCreedy.

There was no further business to come before the Commissioners of the Authority. A motion to adjourn at 9:58 AM by Commissioner McMullen and seconded by Commissioner Volbrecht. The motion carried.

The next scheduled regular meeting is May 7th, 2025 at 9 AM.

Respectfully submitted,

Teresa Cruz

Executive Director