

Minutes of the Regular Meeting of the River Falls Housing Authority April 11, 2018  
The meeting was held at Riverview Manor, 625 N. Main St., River Falls WI

Chair Todd Bjerstedt called the meeting to order at 6:30

Present: Todd Bjerstedt, Amy Peterson, Nick Carow, Fitzgerald

Absent:

Also Present: Anne McAlpine, Executive Director

MINUTES M/S/C Carow/Fitzgerald to approve the minutes of March 14, 2018

#### TENANT REPRESENTATIVES

Several tenants from Edgewater Apartments were present. One tenant complained about the snow piled outside her apartment which blocked the path from her patio to the parking lot. Other tenants requested that the smoking shelter not be located in the courtyard between Riverview Manor and Edgewater Apartments.

#### ACTION ITEMS

1. M/S/C Peterson/Carow to approve payment of bills.
2. M/S/C Fitzgerald/Peterson to approve Resolution #527 Authorizing the Executive Director to Sign Documents
3. M/S/C Fitzgerald/Peterson to approve FY 2019 budgets and rent changes for Edgewater/Briarwood, Oakpark and 4-Plex.
4. Smoke free patio & smoking shelter – Commissioners discussed possible locations for a smoking shelter and whether the patio and/or courtyard between Riverview Manor and Edgewater should be made a non-smoking area. No decisions were made on these topics.

#### REPORTS

1. Vacancy and Re-rental Report – McAlpine presented the Vacancy Reports for March.
2. McAlpine reported that two bids for replacing sections of sidewalks in all properties had been received. The contract cost is the same for both bids at about \$9.00 per square foot of completed sidewalk. Both bidders have worked for the Housing Authority in the past. The contract will be awarded to the bidder having provided the best work in the past.

#### EXECUTIVE DIRECTOR REPORT

1. McAlpine reported that all kitchen cabinets, countertops, and vanities have been replaced. The lower level laundry room is nearing completion. Work on the front entry will begin when the frost is out of the ground.
2. McAlpine reported that the Housing Needs Assessment, funded jointly by the city and the Housing Authority, will be on the April 24, 2018 City Council Agenda.
3. McAlpine reported that 607 N Main is under lease. The City inspector noted a few items to be corrected. The cost of making these repairs hasn't been compiled yet.
4. McAlpine provided forms required by Rural Development for Commissioners signatures.

#### CHAIR AND COMMISSIONER REPORT

Bjerstedt announced that a new commissioner has been selected and will be appointed at the next City Council meeting.

AP/NC moved to adjourn at 7:55

Respectfully submitted, Anne McAlpine, Executive Director