

**AGENDA**  
REGULAR MEETING  
BOARD OF COMMISSIONERS  
RIVER FALLS HOUSING AUTHORITY  
**Wednesday, April 13, 2022 at 6:30 pm**

ROLL CALL

MINUTES OF REGULAR MEETING – March 09, 2022

TENANT COMMENTS

MISSION STATEMENT

River Falls Housing Authority manages, maintains, and facilitates affordable housing in accordance with Federal and State statute. Our mission is to partner with the community to assess housing needs and opportunities and to be proactive, creative, and collaborative in the development and delivery of fair, safe, sustainable, and inclusive programs.

ACTION ITEMS

1. Review and Approve Minutes of Last Meeting
2. Review and Approve Payment of Bills
3. Review and Approve Budget Report
4. Review and Approve Revised Preferences Policy

REPORTS

Vacancy and Re-rental Report

DISCUSSION ITEMS

1. Revised “Preferences” Policy
2. Maint is fully staffed

CHAIR AND COMMISSIONERS REPORT

ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

CLOSED SESSIONS

*Recess into Closed Session per Wisconsin State Statutes for the following purposes:*  
§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to review status of Interim Executive Director, and Property Manager

RECONVENE INTO OPEN SESSION:

Act on Closed Session Items if necessary

ADJOURN

Minutes of the Regular Meeting of the River Falls Housing Authority March 09, 2022, Chair Todd Bierstadt called the meeting to order at 6:30.

Present: Todd Bjerstedt, Matt Fitzgerald, Jacqueline Niccum, Jacob Proue, Jason Stroud

Absent: None

Also Present: Peggy Chukel-Interim Director

Meeting Called to Order: 6:30

**Tenant Comments:** No tenants were present

#### ACTION ITEMS

1. Review and Approve Minutes of Jan Meeting: M/S/C-MF/JN
2. Review and Approve Payment of Bills: M/S/C-JN/JP
3. Review and Approve Budget Report: M/S/C-JS/MF
4. Review and Approve Revised Van Policy Resolution #570:
  - a) Change “employees” to “Authorized Individuals”
  - b) Change “12” mile radius to “25”

#### REPORTS

Vacancy and Re-rental Report: PC Noted B107 will be rented as of 04/01/22 & explained reasons for 3 March Move-outs.

#### DISCUSSION ITEMS

Executive Director Appointment: JS recapped the issues prohibiting the City & RFHA from forming a “hybrid CDA”. He (& TB) stated that while there is much interest (on both sides) in pursuing a collaborative opportunity, the City is not in a situation to pursue such options at this time and has decided to revisit the possibility in 2 to 3 years. PC noted that, as any process involving the conversion of an H.A. is time consuming & expensive, when the City is ready to consider such options, there are 2 local examples they could use for guidance: One H.A. who attempted a conversion & failed vs another that succeeded.

In the interim, the Board must hire/appoint a permanent Executive Director. TB will meet with PC before the next Board meeting and the Board will hold a closed session at the next meeting to make a final decision.

JS asked PC to provide current staff salaries and payroll budget. PC reminded the board that the new budget year begins on 07/01/22, and new budgets must be submitted by mid-April. PC will work as much as possible into next year’s budget for a competitive E.D. wage, but the Board must keep funding constrains in mind when building the job description.

#### OTHER:

PC noted that despite continued advertising, RFHA has not found another maintenance tech. A possible “partial” solution is to contract out some of the UTA (unit turn over). Serv-Pro specializes in clean out & clean up, and may be an affordable alternative, if they can work with our schedule.

JS stated that the City is still willing and able to assist with accounting functions, and that there are 1 or 2 City staff members that specialize in grant applications. PC stated that RFHA would definitely appreciate any time City staff could spare in regards to pursuing grants. PC also noted that a permanent part time payables clerk would be helpful in the segregation of duties.

ADJOURN: 8:12

Respectfully submitted by P L Chukel, recording secretary

## MEMO

TO: River Falls Housing Authority Board of Commissioners  
FROM: Peggy Chukel, Interim Director  
RE: April Board of Commissioners Meeting  
DATE: April 13, 2022

### ACTION ITEMS

1. Review and Approve Minutes of last meeting
2. Review and Approve Payment of Bills (Attachment 1)
3. Review and Approve Budget Report (Attachment 2)
4. Review and Approve Revised Preferences Policy (Attachment 3)

### REPORTS

1. Vacancy and Re-rental Report (Attachment 4)
  - 1369 E Division is occupied. We have raised the rent to from \$1,300 + utilities, to \$2,000-utilities included. That is right in line with a 4 BR house in RF (despite the location).
  - BW107 is finally rented!
  - Turn arounds are going quite well, back to the usual 30 days. But we hope to get that down to 2/3 weeks once the 2 new employees get fully trained.

### DISCUSSION ITEMS

1. Revised Preferences Policy: We currently treat all applicants the same, regardless of where they live or come from. We would like to give preference to applicants that already live or work in River Falls. Serving members of our own community first seems more in line with our Mission Statement.
  - a. Current applicants will be “grandfathered in.
  - b. Any new applicant who does not meet the preference criteria at time of application, but subsequently provides proof of local residency or employment will be given the preference, but only from the date/time of notification, not from time of original application.
2. We hired a very qualified FT maint man on 03/29. Jeff now has 2 FT staff, but while both are “good” neither is fully trained. Jeff will have his hands full training, while figuring out where Tad left things.

**River Falls Housing Authority  
Check Register  
As of March 31, 2022**

| <b>Date</b> | <b>Num</b> | <b>Name</b>         | <b>Amount</b> |
|-------------|------------|---------------------|---------------|
| 03/07/22    | 4168       | Ace                 | 443.24        |
| 03/07/22    | 4169       | Chris Amdahl        | 387.00        |
| 03/07/22    | 4170       | Dey                 | 99.58         |
| 03/07/22    | 4171       | Drug Test           | 341.75        |
| 03/07/22    | 4172       | VOID                | -             |
| 03/07/22    | 4173       | Gateway             | 419.72        |
| 03/07/22    | 4174       | Granite             | 1,014.61      |
| 03/07/22    | 4175       | HD Supply           | 162.57        |
| 03/07/22    | 4176       | John Deere          | 528.35        |
| 03/07/22    | 4177       | Steiner             | 312.55        |
| 03/07/22    | 4178       | US Internet         | 258.17        |
| 03/08/22    | 4179       | Gappa               | 88.70         |
| 03/15/22    | 4180       | ZZ-Petersen, L-K403 | 550.00        |
| 03/28/22    | 4181       | Cook, LeAnn M       | 226.50        |
| 03/28/22    | 4182       | Vargas              | 4.64          |
| 03/31/22    | 4183       | Evju, Karl O        | 1,772.57      |
| 03/31/22    | 4184       | Vargas, Magaly      | 1,436.27      |
| 03/28/22    | 4185       | BOC Bjerstedt       | 180.00        |
| 03/28/22    | 4186       | VOID                | -             |
| 03/28/22    | 4187       | BOC Peterson        | 50.00         |
| 03/28/22    | 4188       | BOC Niccum          | 100.00        |
| 03/28/22    | 4189       | BOC Proue           | 150.00        |
| 03/28/22    | 4190       | VOID                | -             |
| 03/29/22    | 4191       | Eggen, Laura        | 500.00        |
| 03/31/22    | 4192       | Action              | 187.50        |
| 03/31/22    | 4193       | All                 | 741.00        |
| 03/31/22    | 4194       | Carahsoft           | 248.92        |
| 03/31/22    | 4195       | Chris Amdahl        | 359.50        |
| 03/31/22    | 4196       | Clog UnBoggler      | 300.00        |
| 03/31/22    | 4197       | Dey                 | 246.16        |
| 03/31/22    | 4198       | HD Supply           | 1,611.23      |
| 03/31/22    | 4200       | Roberts             | 2,045.00      |
| 03/31/22    | 4201       | ServPro             | 1,600.00      |
| 03/31/22    | 4202       | Staples             | 259.37        |
| 03/31/22    | 4203       | StarTech            | 1,270.00      |
| 03/31/22    | 4204       | State Farm          | 5,776.00      |
| 03/31/22    | 4205       | State Farm          | 218.99        |
| 03/31/22    | 4206       | State Farm          | 214.80        |
| 03/31/22    | 4207       | State Farm          | 156.05        |
| 03/31/22    | 4208       | Steiner             | 747.50        |
| 03/31/22    | 4209       | Swedes              | 846.17        |
| 03/31/22    | 4210       | SVA                 | 7,720.00      |
| 03/31/22    | 4211       | Renovation Sys      | 7,553.29      |
| 03/31/22    | 4212       | RFMU                | 10,346.84     |
| 03/31/22    | 4213       | SCVNG               | 5,480.30      |
| 03/01/22    | 220301     | 24 7                | 44.90         |
| 03/01/22    | 220302     | RFSB14              | 5,107.08      |
| 03/01/22    | 220303     | RFSB15              | 2,077.00      |
| 03/01/22    | 220304     | RFSB16              | 159.55        |
| 03/04/22    | 220305     | Jennings            | 2,000.00      |
| 03/07/22    | 220306     | Comcast             | 181.00        |

|          |        |                        |            |
|----------|--------|------------------------|------------|
| 03/07/22 | 220307 | Comcast                | 129.80     |
| 03/07/22 | 220308 | Comcast                | 129.80     |
| 03/07/22 | 220309 | Comcast                | 129.80     |
| 03/07/22 | 220310 | C A S                  | 100.00     |
| 03/07/22 | 220311 | Waste Mgmt             | 1,359.42   |
| 03/12/22 | 220312 | CapitalOne             | 3,428.58   |
| 03/15/22 | 220313 | Hawkins                | 628.00     |
| 03/31/22 | 220314 | Annett, Roselyn M      | 2,088.89   |
| 03/31/22 | 220315 | Chukel, Peggy L        | 3,841.46   |
| 03/31/22 | 220316 | Hoffman, Jeffrey A     | 2,800.93   |
| 03/31/22 | 220317 | Jennings, Talbot R     | 4,389.97   |
| 03/31/22 | 220318 | Jennings, Talbot R     | 2,550.25   |
| 03/31/22 | 220319 | Marson, Shannon J      | 1,493.50   |
| 03/31/22 | 220320 | OBrien, Brandon C      | 2,624.76   |
| 03/31/22 | 220321 | Schendel, Susan G      | 984.33     |
| 03/31/22 | 220322 | VanSomeren, Samantha K | 3,280.23   |
| 03/31/22 | 220323 | Annett                 | 35.96      |
| 03/31/22 | 220324 | Chukel                 | 122.48     |
| 03/31/22 | 220325 | VanSomeren             | 63.80      |
| 03/31/22 | 220326 | BOC Fitzgerald         | 150.00     |
| 03/31/22 | 220327 | 01 LIFE                | 148.70     |
| 03/28/22 | 220328 | Jennings               | 100.00     |
| 03/30/22 | 220329 | FNB                    | 70.00      |
| 03/30/22 | 220330 | FNB                    | 20.00      |
| 03/30/22 | 220331 | RICOH                  | 152.54     |
| 03/31/22 | 220332 | 02 DOR                 | 1,273.40   |
| 03/31/22 | 220333 | 03 EFTPS               | 8,610.48   |
| 03/31/22 | 220334 | 04 WRS                 | 4,005.64   |
| 03/31/22 | 220335 | 05 HEALTH              | 5,994.31   |
| 03/31/22 | 220336 | 06 HSA                 | 1,225.00   |
|          |        |                        | <hr/>      |
|          |        |                        | 118,456.40 |

**Voucher  
Check Register**

As of March 31, 2022

| <b>Date</b> | <b>Num</b> | <b>Name</b>       | <b>Amount</b> |
|-------------|------------|-------------------|---------------|
| 03/02/22    | 220300     | RFHA              | 100.00        |
| 03/01/22    | 220301     | 1300              | 2,634.00      |
| 03/01/22    | 220302     | Anderson          | 614.00        |
| 03/01/22    | 220303     | Aurora            | 1,759.38      |
| 03/01/22    | 220304     | Beadles           | 2,623.00      |
| 03/01/22    | 220305     | Berg              | 1,698.00      |
| 03/01/22    | 220306     | Betzold           | 1,617.00      |
| 03/01/22    | 220307     | Boisclair         | 1,713.00      |
| 03/01/22    | 220308     | Burt              | 1,450.00      |
| 03/01/22    | 220309     | Depot             | 1,895.00      |
| 03/01/22    | 220310     | Dodge             | 1,501.00      |
| 03/01/22    | 220311     | Eau Claire Realty | 949.00        |
| 03/01/22    | 220312     | Fairfax           | 1,267.24      |
| 03/01/22    | 220313     | Granfors          | 601.00        |
| 03/01/22    | 220314     | Hanson            | 712.00        |
| 03/01/22    | 220315     | Knigge            | 1,147.00      |
| 03/01/22    | 220316     | Kubiak            | 525.00        |
| 03/01/22    | 220317     | Kusilek           | 900.00        |
| 03/01/22    | 220318     | Landmark          | 2,094.00      |
| 03/01/22    | 220319     | Larson            | 1,070.00      |
| 03/01/22    | 220320     | LSI               | 3,022.00      |
| 03/01/22    | 220321     | Morrow            | 725.00        |
| 03/01/22    | 220322     | Olmsted           | 3,056.06      |
| 03/01/22    | 220323     | Penkert           | 1,826.00      |
| 03/01/22    | 220324     | RFHA EB           | 951.00        |
| 03/01/22    | 220325     | RFHA OP           | 377.00        |
| 03/01/22    | 220326     | Ross              | 875.00        |
| 03/01/22    | 220327     | Schuster          | 1,446.00      |
| 03/01/22    | 220328     | Simonet           | 1,352.00      |
| 03/01/22    | 220329     | Traynor           | 312.00        |
| 03/01/22    | 220330     | URP Burke         | 140.00        |
| 03/01/22    | 220331     | Gustafson, Sheila | 115.00        |
| 03/01/22    | 220332     | URP Hall          | 18.00         |
| 03/01/22    | 220333     | URP Hudson        | 12.00         |
| 03/01/22    | 220334     | URP Zeroth        | 2.00          |
| 03/01/22    | 220335     | Vandervorst       | 313.00        |
| 03/01/22    | 220336     | WMP               | 1,246.00      |
| 03/01/22    | 220337     | Young             | 1,498.00      |
| 03/31/22    | 220338     | FNB               | 20.00         |
| 03/31/22    | 220339     | RFHA              | 3,358.50      |
|             |            |                   | 47,534.18     |

**WINDMILL PLACE, LLC**

**Check Register**

**As of March 31, 2022**

| <b>Date</b> | <b>Num</b> | <b>Name</b>     | <b>Amount</b> |
|-------------|------------|-----------------|---------------|
| 03/04/22    | 1815       | Steiner         | 4,471.00      |
| 03/15/22    | 1816       | Giardina, Linda | 350.00        |
| 03/01/22    | 220301     | Comcast         | 93.00         |
| 03/01/22    | 220302     | FNB-Res Acct    | 756.29        |
| 03/01/22    | 220303     | FNB-NP          | 6,121.96      |
| 03/04/22    | 220304     | MGMT ACCT       | 4,320.00      |
| 03/30/22    | 220305     | WHEDA           | 1,080.00      |
| 03/31/22    | 220306     | FNB-fees        | 10.25         |
| 03/31/22    | 220307     | RFHA            | 10,493.43     |
| 03/31/22    | 220308     | SCVNG           | 118.37        |
| 03/31/22    | 220309     | RFMU            | 1,211.93      |
|             |            |                 | <hr/>         |
|             |            |                 | 29,026.23     |

| <b>HOUSING AUTHORITY BUDGET REPORT FOR March 2022 Board Meeting</b> |                |               |                   |               |                    |
|---|----------------|---------------|-------------------|---------------|--------------------|
| <b>Year Ending June 2022</b>  |                |               |                   |               |                    |
| <b>March</b>  |                | <b>9</b>      | <b>Months at:</b> |               | <b>75%</b>         |
|   | <b>HUD/RVM</b> | <b>E/B</b>    | <b>OAKPK</b>      | <b>4PLX</b>   | <b>WMP<br/>25%</b> |
| <b>Income</b>   |                |               |                   |               |                    |
| Budget  | 594,497        | 480,366       | 155,209           | 34,622        | 236,252            |
| To Date   | 345,367        | 346,073       | 112,325           | 26,825        | 67,852             |
| Percent   | <b>58.09%</b>  | <b>72.04%</b> | <b>72.37%</b>     | <b>77.48%</b> | <b>28.72%</b>      |
| <b>Admin</b>  |                |               |                   |               |                    |
| Budget  | 182,058        | 161,829       | 55,010            | 10,348        | 41,670             |
| To Date   | 106,239        | 123,278       | 38,078            | 7,380         | 16,146             |
| Percent   | <b>58.35%</b>  | <b>76.18%</b> | <b>69.22%</b>     | <b>71.32%</b> | <b>38.75%</b>      |
| <b>Utilities</b>  |                |               |                   |               |                    |
| Budget  | 105,600        | 87,850        | 20,200            | 9,425         | 27,420             |
| To Date   | 79,232         | 66,021        | 15,470            | 7,120         | 5,819              |
| Percent   | <b>75.03%</b>  | <b>75.15%</b> | <b>76.58%</b>     | <b>75.54%</b> | <b>21.22%</b>      |
| <b>Maint</b>  |                |               |                   |               |                    |
| Budget  | 194,084        | 108,261       | 36,300            | 4,614         | 64,044             |
| To Date   | 149,621        | 68,797        | 22,457            | 3,638         | 6,648              |
| Percent   | <b>77.09%</b>  | <b>63.55%</b> | <b>61.87%</b>     | <b>78.85%</b> | <b>10.38%</b>      |
| <b>Ins/Taxes</b>  |                |               |                   |               |                    |
| Budget  | 44,150         | 47,510        | 14,575            | 2,390         | 17,296             |
| To Date   | 33,924         | 34,283        | 9,980             | 1,691         | 2,308              |
| Percent   | <b>76.84%</b>  | <b>72.16%</b> | <b>68.47%</b>     | <b>70.75%</b> | <b>13.34%</b>      |
| <b>Mortgage &amp; Fees</b>  |                |               |                   |               |                    |
| Budget  |                | -             | 2,546             | 4,868         | 172,750            |
| To Date   |                | -             | 1,910             | 3,651         | 11,895             |
| Percent   |                |               | <b>75.00%</b>     | <b>75.00%</b> | <b>6.89%</b>       |
| <b>Trx to Reserves</b>  |                |               |                   |               |                    |
| Budget  |                | 61,285        | 24,924            | 1,915         | 9,075              |
| To Date   |                | 45,964        | 18,693            | 1,436         | 2,269              |
| Percent   |                | <b>75.00%</b> | <b>75.00%</b>     | <b>75.00%</b> | <b>25.00%</b>      |
| <b>Net</b>  | (23,649)       | 7,730         | 5,738             | 1,909         | 22,767             |
| <b>Investments</b>  |                |               |                   |               |                    |
| Operating   | 111,235        | 118,851       | 19,040            | 14,464        | 42,909             |
| Reserve   |                | 330,525       | 82,802            | 29,321        | 105,839            |
| Other   | 7,260          | 31,095        | 9,549             | 1,461         | 52,741             |
| Sec Dep   | 25,873         | 27,005        | 8,624             | 2,085         | 8,100              |
| CFP 2021  | 122,609        |               |                   |               |                    |
| Mgmt Fund   | 370,645        |               |                   |               |                    |

**Current ACOP:****9.0 TENANT SELECTION AND ASSIGNMENT PLAN****9.1 Preference in Selection of Tenants.**

Applications shall be assigned an appropriate place on a community-wide basis in sequence based upon the following criteria and the date the completed application is received; not inconsistent with the objectives of Title III of the Civil Rights Act of 1964 and HUD regulations.

1. Priority will be given to applicants who have been displaced by a declared disaster. Applicants claiming displacement resulting from a disaster, must provide a third party written verification from a unit or agency of government, certifying that the applicant has been displaced as a result of a disaster. RFHA will ask the verifying agency to state the cause of the disaster, if known, for the purposes of conducting tenant screening.
2. Priority will be given for public housing Family units to applicants who are living in Turningpoint. Applicants claiming this priority placement must provide written verification from Turningpoint of the date the shelter stay began and the expected end of the stay.
3. For all other applicants, the date and time of receipt of the completed and signed application form, social security card and identification shall determine waiting list placement.
4. Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons. See Glossary for the definition of single person family.
5. In all cases the broad range of income will be applied as specified in 24CFR 900. Notwithstanding the income targeting requirements of the Quality Housing and Work Responsibility Act of 1998 as outlined in the 9.3 Selection From The Waiting List.

**Buildings Designed for the Elderly and Disabled:** Preference will be given to elderly and disabled families. If there are no elderly and disabled families on the waiting list, units will be offered to single person families who qualify for the appropriate bedroom size. Single Person Families are eligible only in HUD Public Housing units.

**Accessible Units:** Accessible units will be first offered to families who reside in the development that has the vacancy and may benefit from the accessible features. If there are no families residing in that development needing the accessible unit, it shall then be offered to families residing in other developments that may benefit from the accessible unit. If there are no families residing in the other developments needing the accessible unit, it shall then be offered to applicants on the waiting list who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at RFHA's expense) if, at a future time, a family requiring an accessible feature applies or requires a transfer from a non-accessible unit. Any family required to transfer will be given a 30-day notice.

**Purposed ACOP:**

**9.0 TENANT SELECTION AND ASSIGNMENT PLAN**

**9.1 Preference in Selection of Tenants.**

Applications shall be assigned an appropriate place on a community-wide basis in sequence based upon the following criteria and the date the completed application is received; not inconsistent with the objectives of Title III of the Civil Rights Act of 1964 and HUD regulations.

6. Priority will be given to applicants who have been displaced by a declared disaster. Applicants claiming displacement resulting from a disaster, must provide a third party written verification from a unit or agency of government, certifying that the applicant has been displaced as a result of a disaster. RFHA will ask the verifying agency to state the cause of the disaster, if known, for the purposes of conducting tenant screening.
7. Effective May 1, 2022 priority will be given to applicants who reside or work in River Falls at the time they apply. Applicants who applied prior to May 1, 2022 and did not live in River Falls will be grandfathered in. Applicants who work or have been hire to work in River Falls will be treated as residents of the preference area. Once on the waiting list, if an applicant shows a date of hire in the residency preference area, the applicant will be given the preference. Applicants who move into the residency preference area after they are on the waiting list ay turn in documents showing they now reside in the residency preference area. Acceptable documents include but are not limited to driver's license, State ID, lease, utility bill, employment check stub.
8. For all other applicants, the date and time of receipt of the completed and signed application form, social security card and identification shall determine waiting list placement.
9. Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons. See Glossary for the definition of single person family.
10. In all cases the broad range of income will be applied as specified in 24CFR 900. Notwithstanding the income targeting requirements of the Quality Housing and Work Responsibility Act of 1998 as outlined in the 9.3 Selection From The Waiting List.

**Buildings Designed for the Elderly and Disabled:** Preference will be given to elderly and disabled families. If there are no elderly and disabled families on the waiting list, units will be offered to single person families who qualify for the appropriate bedroom size. Single Person Families are eligible only in HUD Public Housing units.

**Accessible Units:** Accessible units will be first offered to families who reside in the development that has the vacancy and may benefit from the accessible features. If there are no families residing in that development needing the accessible unit, it shall then be offered to families residing in other developments that may benefit from the accessible unit. If there are no families residing in the other developments needing the accessible unit, it shall then be offered to applicants on the waiting list who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at RFHA's expense) if, at a future time, a family requiring an accessible feature applies or requires a transfer from a non-accessible unit. Any family required to transfer will be given a 30-day notice.

Current:

**E. Preference versus eligibility criteria for admission:**

1. RFHA has adopted no preferences in determining participation in the Voucher Program. For all applicants, the date and time of receipt of the completed and signed application form, social security card and identification shall determine waiting list placement.

**Proposed Change:**

E. Preference criteria for admission:

1. Effective May 1, 2022 priority will be given to applicants who reside or work in River Falls. Applicants who applied prior to May 1, 2022 and did not live or work in River Falls will be grandfathered in.

Applicants who work or have been hired to work in River Falls will be treated as residents of the preference area. Once on the waiting list, if an applicant shows a date of hire in the residency preference area, the applicant will be given preference.

Applicants who move to or are hired to work in the residency preference area after they are on the waiting list may turn in documents showing they now reside in the residency preference area.

Acceptable documents include but are not limited to: driver's license, state ID, lease, utility bill, employment check stub.

For all applicants, the date and time of receipt of the completed and signed application, social security card and identification shall determine waiting list preference.

| Vacancy and Re-Rental Activity Report March-April 2022 |         |          |          |          |           |           |
|--|---------|----------|----------|----------|-----------|-----------|
| STATUS   | ADDRESS | UNITTYPE | MOVEOUT  | MOVEIN   | COMMENT S | COMMENT S |
| Schmit   | E211    | ED1      | 11/15/21 | 03/01/22 |           |           |
| Proulx   | R220    | ED1      | 01/31/22 | 03/01/22 |           |           |
| Thomas   | 427K    | Fam3     | 02/28/22 | 04/01/22 |           |           |
| Moen   | B107    | ED1      | 12/31/21 | 04/22/22 |           |           |
| Delander   | G452    | Fam-2    | 03/31/22 | 05/01/22 |           |           |
| Klytta   | K415    | Fam2     | 03/31/22 | 05/01/22 |           |           |
| Gilbert  | W111    | ED1      | 03/31/22 | 05/01/22 |           |           |
|  |         |          |          |          |           |           |
| Spado  | K435    | Fam3     | 04/30/22 |          |           | Movin'On  |
| Charles  | B110    | ED1      | 04/30/22 |          |           | Deceased  |
| CURRENT WAITING LISTS                                  |         |          |          |          |           |           |
| Proj   | 1 BR    | 2 BR     | 3 BR     | 4 BR     | Total     |           |
| RTH  | 9       | 30       | 28       | 1        | 68        |           |
| RVM  | 33      |          |          |          | 33        |           |
| EW   | 60      | 12       |          |          | 72        |           |
| BW   | 53      | 8        |          |          | 61        |           |
| OP   | 53      | 9        |          |          | 62        |           |
| WMP  | 82      |          |          |          | 82        |           |
| VCHR   | 2       | 4        | 1        | 1        | 8         |           |
| WT   | 20      |          |          |          | 20        |           |
| SCM  | 22      |          |          |          | 22        |           |

Waiting List numbers will be updated quarterly