

HOUSING AUTHORITY OF THE CITY OF EAU CLAIRE
BOARD OF COMMISSIONERS BOARD MEETING MINUTES

December 29, 2014
7:45 A.M.
Regular Meeting

Council Chambers, City Hall
203 S. Farwell Street
Eau Claire WI 54701

Chair Klinkhammer called the meeting to order at 7:47 A.M.

Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, Commissioner Dalton, and Commissioner Xiong

MEMBERS ABSENT: Commissioner Vacancy – Tenant Representative

STAFF PRESENT: Mr. Johnathan, Mr. Bolstad, Ms. Schermerhorn, and Ms. Schmidt

PUBLIC IN ATTENDANCE: None

OPEN SESSION

Consent Agenda

1. **Report and Consideration on the Consent Agenda**
 - A. Minutes from the Meeting of November 24, 2014
 - B. Monthly Status on CDBG Rehabilitation Loans
 - C. CDBG Rehabilitation Loan Program Delinquency Report
 - D. Monthly Expenditures
 - E. Operating Statements of Housing Authority Rental Assistance Programs, if available
 - F. Housing Authority Investments, if available
 - G. Tenant 30-Day Delinquency Report
 - H. Housing Authority Waiting Lists
 - I. New Tenant Placement Report
 - J. Tenant Occupancy Report
 - K. Summary of Terminations, Appeals, and Hearing Results
 - L. Housing Authority Newsletters
 - M. Tax Intercept Update, if available

Commissioner Dalton moved to approve the consent agenda and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

HACEC AGENDA
JAN. 26, 2015
ITEM #: 1. A.
PAGE 1 OF 6

Business Agenda

CLOSED SESSION

The Housing Authority may convene in closed session pursuant to Section 19.85 (1) (f), of the Wisconsin Statutes for discussion of rehabilitation loans and relocation payments to consider financial histories of specific persons which may have an adverse effect upon individual reputations if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the tenant, pursuant to s. 19.85 (1) (f) of the Wisconsin Statutes.

Commissioner Xiong moved to go into closed session and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

The meeting continued in closed session at 7:49 A.M.

Vice Chair Prindle moved to go into open session and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

The meeting continued in open session at 7:52 A.M.

OPEN SESSION

2. Report and Consideration on CDBG Housing Rehabilitation Loans, if available

Mr. Bolstad presented the following loan for the Board's approval:

Name:	Ann West
Address:	3024 W Wellington Dr E
Application #:	18-2014-xxxx-D
CDBG =	\$ 20,000.00
HOME =	0.00
LEAD =	0.00
ASBESTOS =	0.00
HOME OWNER'S FUNDS =	1,000.00
Approved for:	\$ 21,000.00

Vice Chair Prindle moved to approve the CDBG Rehab Loan and Commissioner Dalton seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

OPEN SESSION

HACEC AGENDA
JAN. 26, 2015
ITEM #: 1. A.
PAGE 2 OF 6

3. Report and Consideration on a Resolution Regarding Public Housing 2015 Operating Budget

Mr. Johnathan reported that the deficits showing would be covered by our reserves.

Commissioner Xiong moved to approve the Resolution and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

4. Report and Consideration on a Resolution Regarding Home Ownership, Neighborhood Stabilization Program (NSP) Home Ownership, Affordable Housing, Park Towers, Owen Rust Memorial Apartments, and Substantial Rehabilitation 2015 Operating Budgets

Mr. Johnathan reported that the deficits would be covered by the reserves.

Commissioner Dalton moved to approve the Resolution and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

5. Report and Consideration on a Resolution Regarding Write-Off of Additional Tenant Related Bad Debts

Mr. Johnathan reported that annually the Housing Authority looks to write-off the tenant related bad debts and there is an additional \$4,777.01 to be written off this year. These amounts are still secured within the Wisconsin Tax Intercept Program.

Commissioner Dalton moved to approve the Resolution and Vice Chair Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

6. Report and Consideration on a Resolution Regarding Housing Authority Audit Request for Purchase

Mr. Johnathan reported that bids were reviewed by committee and the responsible bidder was Baker Tilly for \$60,790.00 for three years with the possibility of an additional two years.

Vice Chair Prindle moved to approve the Resolution and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

7. Report and Consideration on a Resolution Regarding HAB Inc. Annual Contract Renewal

Mr. Johnathan reported that the annual housing software support by HAB Inc. increased by \$156.00 for the amount of \$5,428.00.

Commissioner Dalton moved to approve the Resolution and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

8. Report and Consideration on a Resolution Regarding Park Towers Contract Rent Increases

Mr. Johnathan reported that this annual submission has been approved by WHEDA.

Commissioner Dalton moved to approve the Resolution and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

9. Report and Consideration on a Resolution Regarding Owen Rust Memorial Apartments Rent Increase

Mr. Johnathan reported that this annual submission has been approved by WHEDA.

Commissioner Xiong moved to approve the Resolution and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

10. Report and Consideration on a Resolution Regarding Housing Authority Annual Furnace Maintenance

Mr. Johnathan reported that the annual furnace maintenance will be completed by Indoor Comfort for \$7,470.00 upon approval by the Board.

Vice Chair Prindle moved to approve the Resolution and Commissioner Dalton seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

11. Report and Consideration on a Resolution Regarding Home Ownership Rehabilitation (614 Erin St)

**HACEC AGENDA
JAN. 26, 2015
ITEM #: 1. A.
PAGE 4 OF 6**

Mr. Johnathan reported that this latest Home Ownership rehabilitation at 614 Erin Street will be completed by Special T Construction for \$58,440.00 upon Board Approval.

Commissioner Xiong moved to approve the Resolution and Commissioner Dalton seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

12. Report and Consideration on a Resolution Regarding Down Payment Closing Cost Procedural Manual Revisions

Mr. Johnathan reported that the revisions are simply housekeeping.

Commissioner Dalton moved to approve the Resolution and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

13. Report and Consideration on a Resolution Regarding Rental Assistance Demonstration (RAD) Program Application

Mr. Johnathan reported that the RAD Program is a conversion to a multifamily type structure in the administration of the Public Housing Program. It is a 20 year contract with more flexibility and a streamlining of the paperwork requirements.

Commissioner Dalton moved to approve the Resolution and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

14. Report Regarding Commissioner – Tenant Representative – Vacancy

Mr. Johnathan reported that the HA has received two applications and City Council will make approval in January for one of the applicants.

15. Director's Update / Board Announcements & Directives

Both lawsuits against the Housing Authority have been dismissed.

16. Set Date for Next Meeting

The next regular Board meeting is set for Monday, January 26, 2015 at 7:45 A.M. in the City Council Chambers, City Hall.

Commissioner Dalton moved to adjourn the meeting and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

The meeting adjourned at 8:11 A.M.

January 26, 2015
Date


M. Laurie Klinkhammer, Chair

January 26, 2015
Date


Keith D. Johnathan, Secretary