

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

December 30, 2015
7:30 A.M.
Regular Meeting

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

Chair Klinkhammer called the meeting to order at 7:32 A.M.

Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, and Commissioner Xiong
MEMBERS ABSENT: Commissioner Dalton and Commissioner Rusin
STAFF PRESENT: Mr. Johnathan, Ms. Schermerhorn (arrived at 7:33 A.M.), Mr. Goodman,
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 30, 2015**
 - 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, if available**
 - M. **Tax Intercept Update**

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

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

Business Agenda

CLOSED SESSION

HACEC AGENDA
JANUARY 27, 2016
ITEM #: 1. A.
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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 Xiong– Aye

The meeting continued in closed session at 7:33 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 Xiong– Aye

The meeting continued into open session at 7:39 A.M.

OPEN SESSION

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

Mr. Johnathan and Mr. Goodman presented the following loans for the Board’s approval:

Name:	Alexa Anderegg	Peggy Vold
Address:	2756 Wellington Dr W	1415 Sherwin Ave
Application #:	05-2015-xxxx-l	07-2015-xxxx-D
CDBG =	\$ 18,723.00	\$ 13,440.00
HOME =	3,500.00	3,500.00
LEAD =	3,500.00	3,500.00
ASBESTOS =	0.00	0.00
HOME OWNER’S FUNDS =	0.00	0.00
Approved for:	\$ 25,723.00	\$20,440.00

Commissioner Xiong moved to approve the CDBG Rehab Loans and Vice Chair Prindle seconded.

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

3. Report and Consideration on a Resolution Regarding Public Housing 2016 Operating Budget

Mr. Johnathan reported the 2016 operating budget for the Public Housing program.

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

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

4. Report and Consideration on a Resolution Regarding Affordable Housing, Home Ownership, Substantial Rehabilitation, Park Towers, and Owen Rust Memorial Apartments 2016 Operating Budgets

Mr. Johnathan reported on the remaining programs' 2016 operating budgets.

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

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

5. Report and Consideration on a Resolution Regarding Housing Authority Pay Plan

Mr. Johnathan reported on the updated Housing Authority pay plan for staff.

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

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

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

Mr. Johnathan reported that annually the Housing Authority requests to write-off the losses from tenant related bad debts. An additional \$1,002.61 has accumulated since November's Board meeting.

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

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

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

Mr. Johnathan reported HAB Inc. provides software support for Housing programs and the contract for 2016 is for \$5,577.00.

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

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

8. Report and Consideration on a Resolution Housing Authority Legal Counsel Representation During the RAD Property Closing Process

Mr. Johnathan reported that this item could not be considered at this time. Due to a potential conflict of interest with the Chair, the Chair would be required to leave the meeting and would need to be voted on in the Chair's

absence; however, because there would be no quorum if the Chair left the meeting for this item, it could not be considered at this time and will be presented at the next Board meeting.

9. Report and Consideration on a Resolution Regarding Personnel Policy Revisions

Mr. Johnathan reported that the policy is updated to take into account recent changes with the City's Personnel Policy/Employee Handbook.

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

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

10. Director's Update / Board Announcements and Directives

Mr. Johnathan reported that Congress approved the HUD budget for 2016 with slight increases for Public Housing Operation, Capital Funds, CDBG, and HOME.

11. Set Date for Next Meeting


The next regular meeting is scheduled for Wednesday, January 27, 2016 at 7:30 A.M. in the City Council Chambers at City Hall.

Vice Chair Prindle moved to adjourn the meeting and Commissioner Xiong seconded.

Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; Commissioner Rusin – Aye

The meeting adjourned at 7:58 A.M.

January 27, 2016
Date


M. Laurie Klinkhammer, Chair

January 27, 2016
Date


Keith D. Johnathan, Secretary