

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

February 24, 2016
11:30 A.M.
Regular Meeting & Planning Session

Green Mill Restaurant
2703 Craig Road
Eau Claire WI 54701

Chair Klinkhammer called the meeting to order at 11:49 A.M.

Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, Commissioner Rusin, and
Commissioner Xiong
MEMBERS ABSENT: Commissioner Dalton
STAFF PRESENT: Mr. Johnathan, 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 January 27, 2016**
 - 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**

Mr. Johnathan reported on the Consent Agenda.

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

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

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.

Vice Chair Prindle moved to go into Closed Session and Commissioner Xiong seconded.

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

The meeting continued in closed session at 11:51 A.M.

Commissioner Xiong moved to go into open session and Commissioner Rusin seconded.

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

The meeting continued into open session at 11:54 A.M.

OPEN SESSION

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

Mr. Johnathan presented the following loan for the Board’s approval, noting that Western Dairyland was also assisting with weatherization services for a roof replacement:

Name:	Anee Vang & Leng Thao	
Address:	2510 North Lane	
Application #:	12-2015-xxxx-D	
	CDBG =	\$ 13,800.00
	HOME =	0.00
	WEATHERIZATION =	2,500.00
	LEAD =	2,500.00
	ASBESTOS =	0.00
	HOME OWNER’S FUNDS =	0.00
	Approved for:	\$ 15,800.00

Vice Chair Prindle moved to approve the CDBG Rehabilitation Loan and Commissioner Xiong seconded.

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

3. Report and Consideration on a Resolution Regarding Civil Rights Certification

Mr. Johnathan reported that we are annually required to certify that we are in compliance with all Civil Rights laws.

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

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

4. Report and Consideration on a Resolution Regarding 2016 Capital Funds Expenditures

Mr. Johnathan reported that we received notice of our 2016 Capital Funds grant and we are required to notify HUD of our intent for expenditures. This year we are requesting that all Capital Funds go into operating funds pending our conversion to RAD.

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

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

5. Report Regarding Housing Authority Uniforms

Mr. Johnathan reported that last month the Board approved the purchase of Housing Authority uniforms, however, shipping and handling was not included and we were letting them know of that additional charge..

No action required.

Planning Session

6. Housing Authority Planning Session for 2016

A. Reports

- 1. Board of Commissioners**
- 2. Housing Organizational Chart**
- 3. Housing Rehabilitation Loans**
- 4. Rental Housing Placements**
- 5. Housing Statistics**
- 6. Housing Vacancy Summary**
- 7. Unit Analysis**
- 8. Summary of Terminations and Appeals**
- 9. Combined Housing Budget**

B. 2016 Major Improvements & Planning Discussion

Mr. Johnathan reported on the various reports pertaining to the planning session. Mr. Johnathan noted that Vice Chair Prindle's term is due to expire in April and that Vice Chair Prindle has agreed to continue for another five year term.

Mr. Johnathan reported on planned improvements for each subsidized housing program. He also reported that the CDBG and HOME programs received small increases in funding for FY2016, which starts August 1st.

7. Director's Update / Board Announcements & Directives

Mr. Johnathan reported on the newspaper article regarding smoking in public housing. He will update the Board if and when HUD provides any directives on the issue.

8. Set Date for Next Regular Meeting

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

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

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

The meeting adjourned at 12:21 P.M.

March 30, 2016
Date


M. Laurie Klinkhammer, Chair

March 30, 2016
Date


Keith D. Johnathan, Secretary