

HOUSING AUTHORITY OF THE CITY OF EAU CLAIRE

BOARD OF COMMISSIONERS BOARD MEETING MINUTES

August 29, 2016
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 7:52 A.M.

Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, Commissioner Dalton, and Commissioner Kincaid
STAFF PRESENT: Mr. Johnathan, Ms. Schermerhorn, 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 June 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**
2. **Report and Consideration on the August Consent Agenda**
 - A. **Monthly Status on CDBG Rehabilitation Loans**
 - B. **CDBG Rehabilitation Loan Program Delinquency Report**
 - C. **Monthly Expenditures**
 - D. **Operating Statements of Housing Authority Rental Assistance Programs, if available**
 - E. **Housing Authority Investments, if available**
 - F. **Tenant 30-Day Delinquency Report**
 - G. **Housing Authority Waiting Lists**
 - H. **New Tenant Placement Report**
 - I. **Tenant Occupancy Report**
 - J. **Summary of Terminations, Appeals, and Hearing Results**
 - K. **Housing Authority Newsletters, if available**
 - L. **Tax Intercept Update**

Mr. Johnathan reported on the Consent Agendas.

Commissioner Dalton moved to approve both consent agendas and Vice Chair Prindle seconded.

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Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Kincaid – 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 Kincaid seconded.

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

The meeting continued in closed session at 8:08 A.M.

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

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

The meeting continued into open session at 8:10 A.M.

OPEN SESSION

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

Mr. Goodman presented the following loan for the Board’s approval for an additional funding request:

Name:	Sunny Smith
Address:	616 Starr Avenue
Application #:	36-2015-xxxx-D
CDBG =	\$ 2,661.00
HOME =	0.00
WEATHERIZATION =	0.00
LEAD =	0.00
ASBESTOS =	0.00
HOME OWNER’S FUNDS =	0.00
Approved for =	\$ 2,661.00

Commissioner Dalton moved to approve the CDBG Rehabilitation Loan and Commissioner Kincaid seconded.

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

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

Mr. Johnathan reported that WHEDA has approved the annual rent increases for Park Towers effective December 1, 2016.

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 Kincaid – Aye

5. Report Regarding PHAS (Physical Housing Assessment System) June 30, 2016 Update

Mr. Johnathan reported on the quarterly PHAS report noting that applicants are not meeting the minimum requirements for city owned units so the vacancy grade is low, but expecting this to improve by the end of the year.

6. Report Regarding 2015 Housing Authority Audit with Financial Statements

Mr. Johnathan reported on the annual audit.

7. Discussion Regarding Historic Randall Park Neighborhood Task Force Report

Commissioner Kincaid reported on the Task Force Report.

8. Director’s Update / Board Announcement & Directives

Mr. Johnathan reported that there was a small fire at Owen Rust Memorial Apartments and the a flood occurred three days later.

Mr. Johnathan announced that the Wisconsin Association of Housing Authorities (WAHA) conference starting on September 20, 2016 was being held in Eau Claire and that Commissioner Kincaid would be making the welcoming address to the group.

Ms. Klinkhammer reported that the Tenant Representative of the Housing Authority Board of Commissioners is currently vacant. Mr. Johnathan reported that we are awaiting approval from the Committee on Appointments to then be forwarded for approval by the City Council.

9. Set Date for Next Meeting – Annual & Regular Meeting

The next meeting is scheduled for Monday, September 26, 2016 at 7:45 A.M. in the City Council Chambers.

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

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

The meeting adjourned at 8:33 A.M.

September 26, 2016
Date


M. Laurie Klinkhammer, Chair

September 26, 2016
Date


Keith D. Johnathan, Secretary