



MINUTES

December 28, 2020
7:45 AM
Regular Meeting

City Hall – Council Chambers
203 S Farwell St
EAU CLAIRE, WI

Mr. Dalton called the meeting to order at 7:54 AM with Mr. Dalton and Mr. Weinke joining virtually, via Webex. Ms. Deutsch was present in person. Ruth Schermerhorn called the role:

MEMBERS PRESENT:	MEMBERS ABSENT:	STAFF PRESENT:
Chair: William Prindle – Absent Vice Chair: Joshua Dalton- Virtual Commissioner: Paul Weinke - Virtual Commissioner: Betty Deutsch – In Person Commissioner: Mai Xiong - Absent	None	Keith Johnathan Ruth Schermerhorn Tom Gordon

CONSENT AGENDA

1. Report and Consideration on the Consent Agenda

- A. Minutes – November 25, 2020
- B. Community Development Block Grant (CDBG) Rehabilitation Loan Program Monthly Reports
 - 1. Application Status Report
 - 2. Monthly Loan Status Report
 - 3. Year to Date Report
 - 4. Delinquency Report
- C. Housing Authority Financial Monthly Reports
 - 1. Monthly Expenditures
 - 2. Operating Statements, if available
 - 3. Investments
 - 4. 30-Day Tenant Delinquencies
 - 5. Tax Intercept Update, quarterly
- D. Housing Authority Occupancy Monthly Reports
 - 1. Waiting List
 - 2. Tenant Placements
 - 3. Occupancy Report & Vacant Units Move-Out Summary
 - 4. PHAS Quarterly Report
 - 5. Summary of Terminations, Appeals, and Hearings
 - 6. Newsletters, if available

Mr. Johnathan reported on the consent agenda.

Motion to approve as presented: Commissioner Weinke
 Second Motion: Commissioner Deutsch
 Motion Carried: Yes – Unanimous Vote

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BUSINESS AGENDA

2. Business Agenda

CDBG Rehabilitation Loans –

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

Motion to go into closed session: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

The meeting went into closed session at 7:55 AM.

Motion to return to open session: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

The meeting returned to open session at 7:58 AM.

OPEN SESSION

A. 3213 Jupiter Ave

Mr Gordon presented the following loan for the Board’s approval:

Name:	Nichole L. Tompkins
Address:	3213 Jupiter Avenue
Application #:	41-2016- -D
CDBG =	\$23,000
HOME =	\$3,500
LEAD =	\$3,500
ASBESTOS =	
Western Dairyland =	
HOMEOWNERS FUNDS =	
Approved for =	\$30,000

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes - Unanimous Vote

3. Business Considerations

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A. Report and Consideration on a Resolution Regarding Retirement of the Standing Order process.

Mr Johnathan explained that the Housing Authority has quite a lengthy process for standing orders. Because the Housing Authority uses Procurement cards, employees are required to find the lowest price when purchasing products and services, which also follows the City of Eau Claire's processes for purchases. Therefore, the Housing Authority is requesting that the process for Standing Order be retired.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

B. Report and Consideration on a Resolution Regarding Public Housing 2020 Operating Budget Revisions.

Mr. Johnathan reported on the 2020 Public Housing Budget revisions.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

C. Report and Consideration on a Resolution Regarding Affordable Housing, Homeownership, Owen Rust Memorial Apartments, Park Tower, Substantial Rehabilitation Programs 2020 Operating Budget Revisions.

Mr. Johnathan reported on the budget revisions for these programs saying that any deficits would be covered by program reserve balances.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

D. Report and Consideration on a Resolution Regarding Write-Off of Tenant Related bad Debts

Mr. Johnathan reported on additional tenant bad debts which need to be written off. He pointed out that when these debts are written off, they are entered in the tax intercept program. If the tenant works and files a tax return, the Housing Authority will collect the debts.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

E. Report and Consideration on a Resolution Regarding Changes to Public Housing House Rules

Mr Johnathan reported on the Public House Rules changes that coincide with changes made to policies, noting that there was language added and language deleted.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

F. Report and Consideration on a Resolution Regarding Changes to Affordable Housing, Owen Rust Memorial Apartment, Park Tower Apartments, Park Tower Town Houses, Substantial Rehabilitation and Transitional Housing House Rules.

Mr Johnathan reported on the House Rules changes for these programs that coincide with changes made to policies, noting that there was language added and language deleted.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

G. Report and Consideration on a Resolution Regarding Changes to the Public Housing Rent Collection Policy.

Mr Johnathan reported on the changes made to the Public Housing Rent Collection Policy.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

H. Report and Consideration on a Resolution Regarding Housing Authority Rent Collection Policy.

Mr Johnathan reported on the changes made to the Housing Authority Rent Collection Policy.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

I. Report and Consideration on a Resolution Regarding Changes to Home Affordable and Transitional Housing, Home Tenant Based Rental Assistance, Section 8 New Construction and Substantial Rehabilitation Retroactive Rent Repayment Policies.

Mr Johnathan reported on the changes made to the policies for these programs.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

J. Report and Consideration on a Resolution Regarding changes to the Housing Authority's Personnel Policy.

Mr Johnathan reported the changes to the Personnel Policy were made so that the language in the Overtime and Compensatory time sections were updated and made clearer.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

K. Report and Consideration on a Resolution Regarding Changes to the HOME Tenant Based Rental Assistance Administrative Plan.

Mr Johnathan reported on the updates to the HOME TBRA Rental Assistance Administrative Plan.

Motion to approve as presented: Commissioner Weinke
Second Motion: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

4. Director's Update/Board Announcements & Directives

Mr Johnathan reported that there were no updates or announcements at this time.

Next Meeting Date

January 25, 2021
7:45 AM
City Hall Council Chambers
And Via Webex

Motion to Adjourn: Commissioner Weinke
Seconded: Commissioner Deutsch
Motion Carried: Yes – Unanimous Vote

Adjournment: 8:09 A.M.

January 25, 2021
Date

William Prindle
William Prindle, Chairperson

January 25, 2021
Date

Keith D. Johnathan
Keith D. Johnathan, Secretary

