

**MINUTES**

**November 28, 2023**  
**7:45 AM**  
**Regular Meeting**

**City Hall – Council Chambers**  
**203 S Farwell St**  
**Eau Claire, WI**

Ms. Klinkhammer called the meeting to order at 7:45 AM with Mr. Weinke, Ms. Deutsch and Mr. Colby present. Mr. Jones were absent. Ms. Gregorich called the role:

MEMBERS PRESENT:	MEMBERS ABSENT:	STAFF PRESENT:
Chair: Laurie Klinkhammer Vice Chair: Paul Weinke Commissioner: Betty Deutsch Commissioner: Ian Colby	Commissioner: Roderick Jones	Keith Johnathan Jessica Gruber Abby Gregorich

**CONSENT AGENDA**

**PUBLIC COMMENTS**

**THERE WERE NO MEMBERS OF THE PUBLIC IN ATTENDANCE AT THE MEETING.**

**1. Report and Consideration on the Consent Agenda**

- A. Minutes – October 24, 2023  
Minutes – October 31, 2023
  
- 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. Tenant Obligation Report
  - 6. PHAS Report, quarterly
  - 7. 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. Summary of Terminations, Appeals, and Hearings
5. Newsletters, if available

Mr. Johnathan reported on the Consent Agenda.

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

## **BUSINESS AGENDA**

### **2. Business Agenda**

- A. CDBG Loans (None this Month)

### **3. Business Considerations**

#### **A. Report and Consideration on a Resolution Regarding Public Housing 2024 Budgets**

Mr. Johnathan reported on 2024 Operating Budget for Public Housing.

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

#### **B. Report and Consideration on a Resolution Regarding Affordable Housing, Home Ownership, Owen Rust Memorial Apartments, Park Tower Apartments and Townhouses, and Substantial Rehabilitation 2024 Operating Budgets**

Mr. Johnathan reported on 2024 Operating Budget for Affordable Housing, Home Ownership, Owen Rust Memorial Apartments, Park Tower Apartments and Townhouses, and Substantial Rehabilitation.

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

#### **C. Report and Consideration on a Resolution Regarding Revisions to the Public Housing Admissions and Continued Occupancy Policy**

Mr. Johnathan reported on changes made to the Housing Authority's Public Housing Admissions and Continued Occupancy Policy (ACOP).

Motion to approve as presented: Commissioner Weinke  
 Second Motion: Commissioner Deutsch

Motion Carried: Yes – Unanimous Vote

**D. Report and Consideration on a Resolution Regarding Environmental Hazard Insurance Coverage**

Mr. Johnathan reported that Spectrum insurance was the only bidder for Environmental Hazard Insurance and recommended approval.

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

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

Mr. Johnathan reported on tenant bad debts write offs for 2023.

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

**F. Report and Consideration on a Resolution Regarding the Acquisition of a Home Ownership Property at 316 Folsom Street**

Mr. Johnathan reported on the purchase of a single-family home at 316 Folsom Street to be used in the Homeownership Program.

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

**G. Report and Consideration on a Resolution Regarding Public Housing Flat Rent/Cap Rent Changes**

Mr. Johnathan reported on proposed Public Housing Flat Rent/Cap Rent changes, which goes into effect on December 1, 2023.

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

**H. Report and Consideration on a Resolution Regarding Pay Plan Revisions for January 1, 2024 and July 1, 2024**

Mr. Johnathan reported on the 2024 Pay Plan for January and July showing a 1.25% increase for January and a 1.25% increase for July, which follows the City's plan.

Motion to approve as presented: Commissioner Colby  
Second Motion: Commissioner Weinke

Motion Carried: Yes – Unanimous Vote

**4. Director's Update/Board Announcements & Directives**

Mr. Johnathan presented the board with a letter announcing his retirement for February of 2024.

**5. Next Meeting Date**

December 27, 2023

Adjournment: 8:03 A.M.

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

December 27, 2023


Date



M. Laurie Klinkhammer, Chairperson

December 27, 2023

Date



Keith D. Johnathan, Secretary