



## MINUTES

June 25, 2018  
7:45 A.M.  
Regular Meeting

Council Chambers  
City Hall  
203 S Farwell Street

*Chair Klinkhammer called the meeting to order at 7:46 A.M.*

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**Members Present:**

Chair Klinkhammer  
Vice Chair Prindle  
Commissioner Christopherson

**Members Absent:**

Commissioner Dalton  
Commissioner Vajko

**Staff Present:**

Keith D. Johnathan  
Ruth Schermerhorn  
Anisa D. Schmidt

**Public:**

None

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Welcome and introductions of Commissioner Christopherson, City Council's new representative to the Board, and Mr. Allen, new Director of Community Development.

### CONSENT AGENDA

1. **Report and Consideration on the Consent Agenda**
  - A. **Minutes – May 30, 2018**
  - B. **Monthly Reports**
    1. **Community Development Block Grant (CDBG) Rehabilitation Loan Program Reports**
      - a. **Application Status Report**
      - b. **Monthly Loan Status Report**
      - c. **Year to Date Report**
      - d. **Delinquency Report**
    2. **Housing Authority Financial Reports**
      - a. **Monthly Expenditures**
      - b. **Operating Statements, if available**
      - c. **Investments**
      - d. **30-Day Tenant Delinquencies**
      - e. **Tax Intercept Update**
    3. **Housing Authority Occupancy Reports**
      - a. **Waiting List**
      - b. **Tenant Placements**
      - c. **Occupancy Report & Vacant Units Move-Out Summary**
      - d. **Summary of Terminations, Appeals, and Hearings**
      - e. **Newsletters, if available**

Mr. Johnathan reported on the consent agenda.

Commissioner Christopherson had questions regarding some financial reports and the questions were answered after a brief discussion.

*Motion to approve as presented:*

*Vice Chair Prindle*

*Second Motion:*

*Commissioner Christopherson*

*Motion Carried:*

*Yes – Unanimous Vote*

## BUSINESS AGENDA

### 2. CDBG Rehabilitation Loans, if available

There were no loans to present.

### 3. Business Considerations

#### A. Report and Consideration on a Resolution Regarding Housing Authority Pay Plan Revisions

Mr. Johnathan reported that the pay plan revisions coincide with the City of Eau Claire's and are effective July 1, 2018.

*Motion to approve:*

*Vice Chair Prindle*

*Second Motion:*

*Commissioner Christopherson*

*Motion Carried:*

*Yes – Unanimous Vote*

## ANNOUNCEMENTS

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

Mr. Johnathan reported that with the Housing Authority moving with City Hall due to temporary relocation future Board meetings will also be at the site on Prairie Lane. July's Board meeting, when set, would still be at our current location.

Commissioner Christopherson inquired about the Housing Authority's presence in the City Hall Customer Service Center being set up during the remodeling project. Mr. Johnathan responded that the subject was discussed with him, but nothing definite has been determined. He also stated that the Housing Authority office would move to the new location in its entirety. When and if someone informs him that the Customer Service Center is definite, he will take the appropriate action at that time.

### 5. Next Meeting Date

July 23, 2018

7:45 A.M.

Council Chambers, City Hall

*Motion to Adjourn:*

*Commissioner Christopherson*

*Seconded:*

*Vice Chair Prindle*

*Motion Carried:*

*Yes – Unanimous Vote*

Adjournment:

7:57 A.M.

July 23, 2018

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Date

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M. Laurie Klinkhammer, Chair

July 23, 2018

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Date

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Keith D. Johnathan, Secretary