



MINUTES

September 26, 2018
7:45 A.M.
Regular Meeting

North Conference Room
Temporary City Hall
2020 Prairie Ln
Eau Claire WI 54703

Chair Klinkhammer called the meeting to order at 7:45 A.M.

Members Present:

Chair Klinkhammer
Vice Chair Prindle
Commissioner Christopherson
Commissioner Dalton

Members Absent:

Vacant Position – Tenant
Representative

Public:

None

Staff Present:

Keith D. Johnathan
Ruth Schermerhorn
Anisa D. Schmidt

CONSENT AGENDA

1. **Report and Consideration on the Consent Agenda**
 - A. **Minutes – September 26, 2018**
 - 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**
 - D. **Housing Authority Occupancy Reports**
 1. **Waiting List**
 2. **Tenant Placements**
 3. **Occupancy Report & Vacant Units Move-Out Summary**
 4. **Summary of Terminations, Appeals, and Hearings**

Mr. Johnathan reported on the consent agenda.

Motion to approve as presented:

Vice Chair Prindle

Second Motion:

Commissioner Christopherson

Motion Carried:

Yes – Unanimous Vote

BUSINESS AGENDA

2. **Business Considerations**
 - A. **Report and Consideration on a Resolution Regarding People First Language**

After some very intense and thought provoking discussion, the Board of Commissioners came to several conclusions.

1. The City Council should be reminded that the Housing Authority Board of Commissioners is an independent board and does not take direction from the City Council regarding actions concerning the Housing Authority.
2. The Housing Authority puts people first by the fact that the Housing Authority provides housing to those that need it. The Housing Authority should not be taking money away from the people the Housing Authority serves to support the City Council's effort.
3. Should the Housing Authority decide to go forward with this effort, it will not be implemented right away. The Housing Authority will exhaust all existing forms before spending our efforts on creating new ones. The Housing Authority will not change advertising before renewal of ads.
4. No HUD mandated documentation will be changed. Changes requiring minimal effort and minimal cost can be done. Changes requiring more money and more effort are to be brought before the Board for approval.

While a motion was made, it did not match the resolution. After the discussion, the board rescinded the motion and voted to table this agenda item/resolution until revisions are made and the Housing Authority will proceed on its timetable.

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| <i>Motion to table resolution :</i> | <i>Vice Chair Prindle</i> |
| <i>Second Motion:</i> | <i>Commissioner Dalton</i> |
| <i>Motion Carried:</i> | <i>Yes – Unanimous Vote</i> |

B. Report and Consideration on a Resolution Regarding Travel Statement Procedural Revision

Mr. Johnathan reported this was the formal resolution after the last meeting's discussion and direction regarding the travel statement procedural revision.

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| <i>Motion to approve:</i> | <i>Commissioner Christopherson</i> |
| <i>Second Motion:</i> | <i>Commissioner Dalton</i> |
| <i>Motion Carried:</i> | <i>Yes – Unanimous Vote</i> |

C. Report and Consideration on a Resolution Regarding Public Housing Siding Replacements

Mr. Johnathan reported that there were 7 public housing units that needed new siding and 3 bids were received. The contract is being divided based on which contractor provided the lowest bid for specific units. The contract is divided between Eau Claire Insulation & Exteriors for 3 units in the amount of \$69,000.00, Special T Siding LLC for 3 units in the amount of \$39,945.00, and Jentlie Siding for 1 unit in the amount of \$18,900.00 for which the total consideration is in the amount of \$127,845.00.

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| <i>Motion to approve:</i> | <i>Commissioner Dalton</i> |
| <i>Second Motion:</i> | <i>Commissioner Christopherson</i> |
| <i>Motion Carried:</i> | <i>Yes – Unanimous Vote</i> |

D. Report and Consideration on a Resolution Regarding Park Tower Apartments and Owen Rust Memorial Apartments Window Cleaning

Mr. Johnathan reported that every other year the windows get cleaned inside and outside for both apartment buildings every other year. This is the only company that will place a bid on Park Tower Apartments as it is a high rise building. The contract is awarded to Squeegee Squad for the total cost of \$6,291.00, with it divided by \$5,063.00 for Park Tower Apartments and \$1,228.00 for Owen Rust Memorial Apartments.

Motion to approve:

Vice Chair Prindle

Second Motion:

Commissioner Dalton

Motion Carried:

Yes – Unanimous Vote

E. Report and Consideration on a Resolution Regarding Park Tower Apartments and Owen Rust Memorial Apartments SNAP-ED / WNEP Proposal for Programming Relationship

Mr. Johnathan reported this relationship was up for annual renewal. It has been an educational experience for our tenants in regards to nutrition and food preparation offered by the UW-Extension which we have done for the last few years.

Motion to approve:

Commissioner Dalton

Second Motion:

Commissioner Christopherson

Motion Carried:

Yes – Unanimous Vote

ANNOUNCEMENTS

3. Director's Update / Board Announcements & Directives

Mr. Johnathan reported on the vacant board member position search for a tenant representative.

Mr. Johnathan reported that the homeless forum was coming up on October 25, 2018 and will be held at the RCU building downtown from 1 – 3 p.m. and invited the Board to attend. The Board requested a calendar item be sent to them with the information so it could be placed on their calendars.

Commissioner Dalton left at 8:19 A.M.

4. Next Meeting Date

October 29, 2018

7:45 A.M.

North Conference Room

Temporary City Hall, 2020 Prairie Ln Suite 102

Motion to Adjourn:

Commissioner Christopherson

Seconded:

Vice Chair Prindle

Motion Carried:

Yes – Unanimous Vote

Adjournment:

8:23 A.M.

October 29, 2018

Date

M. Laurie Klinkhammer, Chair

October 29, 2018

Date

Keith D. Johnathan, Secretary