

**HOUSING AUTHORITY OF THE CITY OF EAU CLAIRE**  
**BOARD OF COMMISSIONERS BOARD MEETING MINUTES**

Thursday, May 30, 2013  
4:30 P.M.  
Annual Meeting

Green Mill Restaurant, Holiday Inn Campus  
2703 Craig Road  
Eau Claire, WI 54701

**OPEN SESSION**

Vice Chair Prindle called the meeting to order at 4:33 P.M.

**1. Roll Call**

MEMBERS PRESENT: Vice Chair Prindle, Commissioner Dalton, and Commissioner Smith  
MEMBERS ABSENT: Chair Klinkhammer and Commissioner Xiong  
STAFF PRESENT: Mr. Johnathan, Mr. Bolstad, Ms. Schermerhorn, and Ms. Schmidt  
PUBLIC IN ATTENDANCE: None

**2. Report and Consideration on Election of Officers**

Mr. Johnathan reported that the election of the Chair and Vice Chair are done at each annual meeting.

Commissioner Dalton moved to nominate Klinkhammer for Chair and Prindle for Vice Chair and Commissioner Smith seconded.

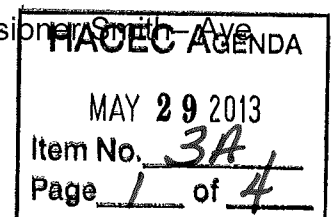
Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

**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.*

Commissioner Smith moved to go into closed session and Commissioner Dalton seconded.

Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye



The meeting continued in closed session at 4:38 P.M.

Commissioner Smith moved to go into open session and Commissioner Dalton seconded.

Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

The meeting proceeded into open session at 4:54 P.M.

### OPEN SESSION

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

Mr. Bolstad presented the following loans for the board's approval:

Name:	Vincent Schroeder (Investor)	Brian Baker	Lou Lor Vue
Address:	1827 Whipple Street	654/656 Ripley Avenue	611 Doty Street
Application #:	18-2012-xxxx-I	22-2012-xxxx-D	23-2012-xxxx-D
CDBG =	\$ 13,700.00	\$ 16,500.00	\$ 20,000.00
HOME =	0.00	2,500.00	3,500.00
LEAD =	0.00	2,500.00	3,500.00
ASBESTOS =	0.00	0.00	0.00
HOME OWNER'S FUNDS =	0.00	500.00	0.00
<b>Approved for:</b>	<b>\$ 13,700.00</b>	<b>\$ 20,000.00</b>	<b>\$ 27,000.00</b>

Commissioner Smith moved to approve the CDBG Rehab Loans and Commissioner Dalton seconded.

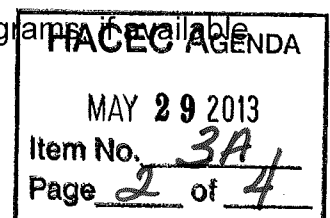
Roll Call – Whipple Street: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

Roll Call – Ripley Avenue: Vice Chair Prindle – Aye; Commissioner Dalton – Nay; and Commissioner Smith– Aye

Roll Call – Doty Street: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

#### 4. Report and Consideration on the Consent Agenda

- A. Minutes from the Meeting of April 29, 2013
- 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 Program
- F. Housing Authority Investments



- 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

Mr. Johnathan reported on the consent agenda. He stated the waiting list will be going through the process of a purge before the end of the year. He also stated in regards to the terminations and hearings that the hearing officer recommended we somehow inform the clients of how we determine unauthorized boarders and have placed the specific information on the annual recertification forms for the client.

Commissioner Dalton moved to approve the consent agenda and Commissioner Smith seconded.

Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

**5. Report and Consideration on a Resolution Regarding Capitalization Policy Revisions**

Mr. Johnathan reported the Capitalization Policy was revised to include clarification and details.

Commissioner Smith moved to approve the Resolution and Commissioner Dalton seconded.

Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

**7. Report and Consideration on a Resolution Regarding Park Tower Apartments Roof Replacement**

Mr. Johnathan reported that based upon the recommendation of the architect, the Housing Authority has rejected all bids at this time due to the bids received being in excess of \$200,000 more than anticipated. The architect will revise the process in anticipation that this will reduce the future bids for this project.

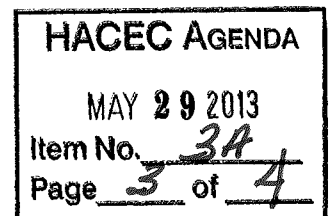
No action taken.

**8. Report Regarding Section 8 Management Assessment System (SEMAP) December 31, 2012 Final Score**

Mr. Johnathan reported that the Housing Authority has achieved a High Performer status with HUD for another year due to the efforts of the staff.

**9. Report Regarding Housing Authority 2012 Annual Report**

Mr. Johnathan reported on and presented the Board with the 2012 Annual Report.



**10. Director's Update on Housing Authority Properties, Programs, and Activities**

Mr. Johnathan reported that due to the Park Tower Apartments roofing replacement bids being rejected and the architect needing to do the additional work on another bidding process, the Board will be presented with the architect's associated costs.

Mr. Johnathan reported that due to the new assessment value of the Home Ownership unit on Tyler Avenue, the Housing Authority will be looking into possibly increasing the subsidies associated with the purchase of the Home Ownership units as well as revising the program to emphasize more of a direct sales approach.

**11. Announcements and Directives**

None.

**12. Set Date for Next Meeting**

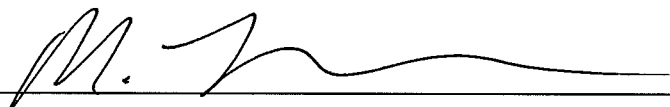
The next regular Board meeting is scheduled for Monday, June 24, 2013 at 7:30 A.M. in the City Council Chambers.

Commissioner Smith moved to adjourn the meeting and Commissioner Dalton seconded.

Roll Call: Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith– Aye

The meeting adjourned at 5:19 P.M.

June 24, 2013  
Date

  
M. Laurie Klinkhammer, Chair

June 24, 2013  
Date

  
Keith D. Johnathan, Secretary

<b>HACEC AGENDA</b>
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