

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

Monday, June 24, 2013
7:45 A.M.
Regular Meeting

Council Chambers, City Hall
203 S Farwell St
Eau Claire, WI 54701

OPEN SESSION

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

1. Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, Commissioner Dalton, and
Commissioner Smith

MEMBERS ABSENT: Commissioner Xiong

STAFF PRESENT: Mr. Johnathan, Mr. Bolstad, Ms. Schermerhorn, and Ms. Schmidt

PUBLIC IN ATTENDANCE: None

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.

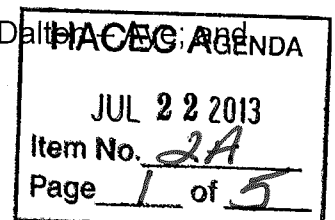
Commissioner Smith moved to go into closed session and Vice Chair Prindle seconded.

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

The meeting continued in closed session at 7:46 A.M.

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

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



The meeting proceeded into open session at 7:52 A.M.

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

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

Name:	Ryan & Jennifer Berg	Vang Moua & May Lee
Address:	218 W Grant Avenue	619 Division Street
Application #:	11-2012-xxxx-I	17-2012-xxxx-D
CDBG =	\$ 20,000.00	\$20,000.00
HOME =	3,500.00	3,500.00
LEAD =	3,500.00	3,500.00
ASBESTOS =	0.00	0.00
HOME OWNER'S FUNDS =	0.00	0.00
Approved for:	\$ 26,243.00.00	27,000.00

Vice Chair Prindle moved to approve the CDBG Rehab Loans and Commissioner Smith seconded.

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

OPEN SESSION

3. Report and Consideration on the March Consent Agenda

- A. Minutes from the Meeting of May 30, 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 Programs, if available
- 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

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

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

4. Report and Consideration on a Resolution Regarding Pay Plan Revisions

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Mr. Johnathan reported the Housing Authority is keeping in line with the City's proposed 2% staff pay increases.

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

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

5. Report and Consideration on a Resolution Regarding Investment Policy Revisions

Mr. Johnathan reported that the policy is being updated to reflect that the Housing Authority will not make investments for the Voucher program as any interest income is required to be turned over to HUD.

Vice Chair Prindle moved to approve the Resolution and Commissioner Smith seconded.

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

6. Report and Consideration on a Resolution Regarding Change Order for Architectural and Engineering Services for Park Tower Apartments Roof Replacement and Solar Panel Project

Mr. Johnathan reported that this change order is to accommodate the necessary revisions in order to re-bid the project.

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

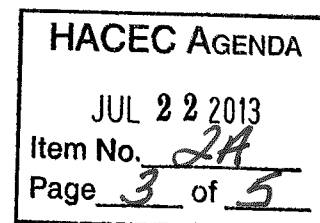
Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye; and Commissioner Smith – Aye

7. Report and Consideration on a Resolution Regarding Home Ownership Lease Revisions

Mr. Johnathan reported that the lease was being updated to ensure the program remains feasible for low-income families by adjusting the rent amounts. Additional updates were done in regards to overnight guests and terminations.

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

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



8. **Report and Consideration on a Resolution Regarding Home Ownership Purchase of 1703 Valmont Avenue**
9. **Report and Consideration on a Resolution Regarding Home Ownership Purchase of 2120 Altoona Avenue**

Mr. Johnathan reported on both purchases, with both being approved together, at the Board's request. He noted that the Valmont Avenue unit was not a foreclosure and there was a typographical error in that regards on the memo for that property.

Vice Chair Prindle moved to approve both Resolutions for Home Ownership with a revision noting that Valmont Avenue was not a foreclosure and Commissioner Smith seconded.

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

10. **Report Regarding Draft Personnel Policy Revisions**

Mr. Johnathan reported that these are the proposed revisions to the Housing Authority's Personnel Policy which is keeping in line with the changes to the City handbook.

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

Mr. Johnathan was asked about pending lawsuits. Mr. Johnathan reported that the attorney handling this case attended a court briefing to determine if the Housing Authority's insurance was adequate to cover the lawsuit. He also stated that depositions will be done in the near future.

12. **Announcements and Directives**

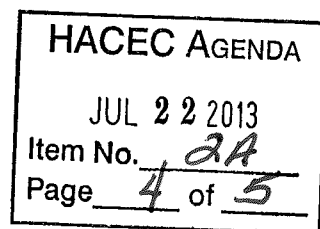
None.

13. **Set Date for Next Meeting**

The next regular Board meeting is scheduled for Monday, July 22, 2013 at 7:45 A.M. in the City Council Chambers at City Hall.

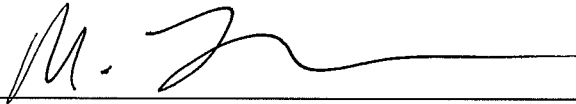
Commissioner Smith moved to adjourn the meeting and Commissioner Dalton seconded.

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



The meeting adjourned at 8:09 A.M.

July 22, 2013
Date


M. Laurie Klinkhammer, Chair

July 22, 2013
Date


Keith D. Johnathan, Secretary