

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

Monday, April 28, 2014
7:45 A.M.
Regular Meeting

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

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

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

OPEN SESSION

Consent Agenda

1. Report and Consideration on the Consent Agenda

- A. Minutes from the Meeting of March 24, 2014
- 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, if available
- 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, if available
- M. Tax Intercept Update

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

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

HACEC AGENDA
MAY 29 2014
Item No. <u>2A</u>
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Business Agenda

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

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

The meeting continued in closed session at 7:50 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;
Commissioner Smith – Aye

The meeting proceeded into open session at 7:53 A.M.

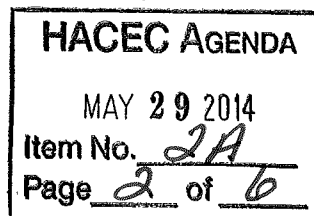
2. Report and Consideration on CDBG Housing Rehabilitation Loans, if available

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

Name:	Caleb & Laura Rykal
Address:	808 Maple Street
Application #:	21-2013-xxxx-1
CDBG =	\$ 7,800.00
HOME =	0.00
LEAD =	0.00
ASBESTOS =	0.00
HOME OWNER'S FUNDS =	0.00
Approved for:	\$ 7,800.00

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

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



3. Report and Consideration on a Resolution Regarding Housing Choice Voucher Program Transfer

Mr. Johnathan reported that it was necessary to transfer the Voucher Program to WHEDA due to the Housing Authority's continued decrease in funding.

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

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

4. Report and Consideration on a Resolution Regarding Annual Civil Rights Certification

Mr. Johnathan reported that this was an annual requirement for HUD and that due to deadlines earlier in the month, Chair Klinkhammer was needed to sign the form.

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

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

5. Report and Consideration on a Resolution Regarding Park Tower Apartments Computer Network Cable Installation

Mr. Johnathan reported that this is an extension of last month's approval for upgrading the security system at Park Tower Apartments and that we were able to secure a bid reflecting any discounts the City had received by combining the bid with the City's and proceeding with the work. This additional work was awarded to Net Tel for the amount of \$8,970.70.

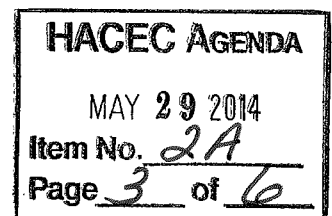
Commissioner Smith moved to approve the Resolution and Vice Chair Prindle seconded.

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

6. Report and Consideration on a Resolution Regarding Contractor Selection for Rehabilitation of Home Ownership Unit at 2120 Altoona Ave

7. Report and Consideration on a Resolution Regarding Contractor Selection for Rehabilitation of Home Ownership Unit at 2120 Altoona Ave

Chair Klinkhammer requested to take items # 6 and # 7 together.



Mr. Johnathan reported that these Home Ownership units were purchased approximately a year ago and that the original request for bid on rehabilitation for both units was extremely high and we had decided to change the scope of the work and go through the bid process again. The request for bids this time was more reasonable. The selected contractor is Special T Siding for both units with 2120 Altoona Avenue was awarded in the amount of \$50,083.00 and 1703 Valmont Avenue was awarded in the amount of \$48,164.00.

Commissioner Dalton moved to approve both Resolutions and Commissioner Smith seconded.

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

8. Report and Consideration on a Resolution Regarding the Site and Acquisition Approval of a Home Ownership Property at 614 Erin Street

Mr. Johnathan reported that the foreclosed upon property at 614 Erin Street was being purchased for \$67,000 and required the Board's approval for purchase and was pending for the Planning Commission's approval as well.

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

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

9. Report and Consideration on a Resolution Regarding Public Housing Flat Rent Revisions

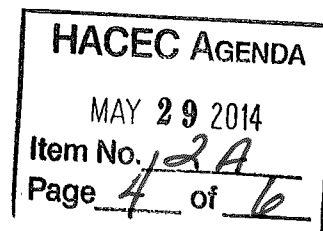
Mr. Johnathan reported that HUD was requiring Public Housing Authorities to increase the ceiling/flat rents of Public Housing units by June 1, 2014. This increase would only affect the very few tenants who are being charged the flat rent amount.

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

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

10. Report Regarding Public Housing Assessment System (PHAS) March 31, 2014 Update

Mr. Johnathan reported on the PHAS update stating that the vacancy turnaround time was 15 days; however, due to applicants not able to pass HUD's screening requirements, we are unable to fill the units in a timely manner. This has been reported to HUD and we have not heard a response back at this time on how to proceed.



11. Report Regarding Housing Authority 2013 Annual Report

Mr. Johnathan reported that this was a draft of the Annual Report and additional information is required, as indicated, in order to complete it. The goal is to present the final version at the Board's annual meeting next month.

12. Discussion Regarding CDBG Rehab Letter from W.F.

Mr. Johnathan reported that this client is unsatisfied with the work performed during his rehabilitation process and he had contacted the HUD regional office and was instructed to provide a list of his grievances and the letter is his response. We are awaiting on instruction from HUD on how to proceed.

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

Mr. Johnathan reported that one lawsuit had filed for an appeal.

Mr. Johnathan reported that affidavits were given last week for another lawsuit.

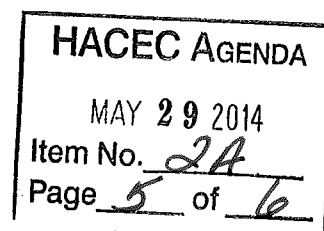
Mr. Johnathan reported that the Park Tower Apartments solar water heat project was proceeding well.

14. Announcements and Directives

None.

15. Set Date for Next Meeting

The next Board meeting is the Annual Board Meeting and is scheduled for Thursday, May 29, 2014 at a time and place to be determined for the evening meeting.



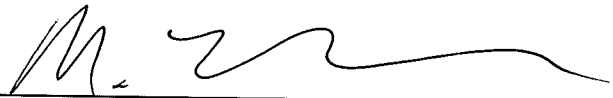
Commissioner Dalton moved to adjourn the meeting and Commissioner Prindle seconded.

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

The meeting adjourned at 8:16 A.M.

May 29, 2014

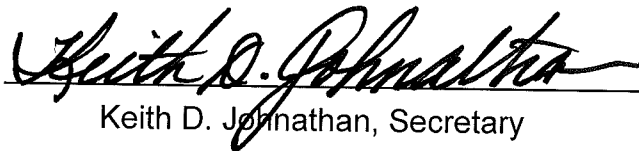
Date



M. Laurie Klinkhammer, Chair

May 29, 2014

Date



Keith D. Johnathan, Secretary