



# City of Milwaukee

P.O. Box 324  
Milwaukee, WI 53201-0324

## Meeting Minutes

### HOUSING AUTHORITY

*CHARLOTTE HAYSLETT, Chair*

*Karen Gotzler, Vice Chair*

*Irma Yepez Klassen, Jackie Burrell, and Ald. Sharlen Moore*

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Wednesday, January 8, 2025

4:00 PM

City Hall, Room 301-A

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The mission of the Housing Authority of the City of Milwaukee (HACM) is to foster strong, resilient and inclusive communities by providing a continuum of high-quality housing options that support self-sufficiency, good quality of life, and the opportunity to thrive.

#### Call to Order

*Meeting called to order at 4:05 p.m.*

#### Roll Call

**Present:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, Burrell

#### A. APPROVAL OF THE CONSENT AGENDA

##### CONSENT AGENDA – ITEMS RECOMMENDED FOR APPROVAL

(All items listed under the Consent Agenda will be enacted by one motion unless a Commissioner requires otherwise, in which event, the item will be removed from the Consent Agenda and considered separately.)

1. [R13547](#) Approval of the minutes of the special meeting held on December 9, 2024  
  
**Sponsors:** THE CHAIR  
  
**Attachments:** [December 9, 2024 Special Meeting Minutes](#)  
  
This Motion was **APPROVED**  
  
**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell  
  
**No:** 0
2. [R13548](#) Approval of the minutes of the regular meeting held on December 11, 2024  
  
**Sponsors:** THE CHAIR  
  
**Attachments:** [December 11, 2024 Annual Meeting Minutes](#)

A motion was made by Jackie Burrell, seconded by Irma C. Yepez Klassen, that this Motion be APPROVED. This motion PREVAILED by the following vote:

**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell

**No:** 0

3. [R13549](#)

Approval of the minutes of the special meeting held on December 19, 2024

**Sponsors:** THE CHAIR

**Attachments:** [December 19, 2024 Special Meeting Minutes](#)

A motion was made by Jackie Burrell, seconded by Irma C. Yepez Klassen, that this Motion be APPROVED. This motion PREVAILED by the following vote:

**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell

**No:** 0

## B. REPORTS AND DISCUSSION ITEMS

1. [R13539](#)

Resolution approving HACM's 2025 Fiscal Operating Budgets that include the Consolidated Budget, the Central Office Cost Center, the Section 8 Housing Choice Voucher Program, the Berryland, Northlawn, and Southlawn (unsubsidized affordable housing) developments, the Public Housing Program, and Low Income Housing Tax Credit Housing (Affordable Housing) Projects

**Sponsors:** THE CHAIR

**Attachments:** [2025 Summary of the Operating Budget](#)  
[2025 Consolidated Budget](#)  
[2025 COCC Operating Budget Comparison Report](#)  
[2025 Affordable LLC Op Budget-CR-FA](#)  
[2025 Public Housing Operating Budget Comparison Report](#)  
[2025 RAP Budget](#)  
[2025 VETS Operating Budget Comparison Report](#)  
[2025 Resident Advisory Board - Budget Responses](#)

*Brad Leak, HACM's Finance Director, explained that the budgets being presented are a framework of how HACM moves forward. With the changes in the organization since the budgets were first presented in December of 2024, that framework is being reviewed and Ken Barbeau, HACM's Acting Secretary-Executive Director, will be presenting recommendations to the Board over the next few months.*

*Chair Hayslett thanked the staff for the December meetings and taking time to connect with the Board and assisting in the understanding of how the Housing Authority operates.*

*Vice Chair Gotzler thanked the staff for following through on her suggestion to present the budgets to the Resident Advisory Board (RAB) for comment. She noticed a number of items that they referred to the Board for attention and items that staff addressed after the RAB review.*

**A motion was made by ALD. MOORE, seconded by Jackie Burrell, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell

**No:** 0

**2. [R13550](#)**

Discussion of the potential timeline, process and criteria to be used to select the next Secretary-Executive Director

**Sponsors:** THE CHAIR

*Crystal Reed-Hardy, HACM's Chief Human Resources Officer, discussed the timeframe for the nationwide search for HACM's new Secretary-Executive Director. She stated that Human Resources is working with the Procurement Department on a Request for Proposal for an executive search firm.*

**3. [R13551](#)**

Discussion of the process for the development of the performance goals, evaluations and the compensation for the Secretary-Executive Director

**Sponsors:** THE CHAIR

*Crystal Reed-Hardy, HACM's Chief Human Resources Officer, stated that the process for the Secretary-Executive Director's goals, compensation and performance review would be a part of the executive search firm's scope of work.*

**4. [R13552](#)**

Resolution approving and authorizing additional signatories to the bank accounts of various LLCs where the Housing Authority of the City of Milwaukee holds ownership interest

**Sponsors:** THE CHAIR

*Brad Leak, HACM's Finance Director, explained that, as part of HACM's internal control structure to ensure HACM is properly managing federal funds, the resolution will authorize the Board Chair and the Secretary-Executive Director to be the signatories on HACM's various cash accounts in accordance with the Federal Deposit Insurance Corporation (FDIC).*

**A motion was made by Karen Gotzler, seconded by Irma C. Yepez Klassen, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell

**No:** 0

**5. [R13555](#)**

Resolution approving and authorizing additional signatories to the Bank and Financial Accounts of the Housing Authority of the City of Milwaukee

**Sponsors:** THE CHAIR

*Brad Leak, HACM's Finance Director, explained that, as part of HACM's internal control structure to ensure HACM is properly managing federal funds, the resolution will authorize the Board Chair and the Secretary-Executive Director to be the signatories on HACM's various cash accounts in accordance with the Federal Deposit Insurance Corporation (FDIC).*

**A motion was made by Karen Gotzler, seconded by ALD. MOORE, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell

**No:** 0

**6. [R13553](#)**

Resolution approving the following staff to sign documents on behalf of the Housing Authority of the City of Milwaukee

**Sponsors:** THE CHAIR

*Brad Leak, HACM's Finance Director, explained that, as part of HACM's internal control structure to ensure HACM is properly managing federal funds, the resolution will authorize the Board Chair and the Secretary-Executive Director to be the signatories on HACM's various cash accounts in accordance with the Federal Deposit Insurance Corporation (FDIC).*

**A motion was made by Jackie Burrell, seconded by Irma C. Yepez Klassen, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 5 - Gotzler, Yepez Klassen, Moore, Hayslett, and Burrell

**No:** 0

**7. [R13554](#)**

Report from the Acting Secretary-Executive Director

**Sponsors:** THE CHAIR

**Attachments:** [Summary of HCV CAP Progress](#)  
[Development Crime Report](#)  
[Rent Assistance HCV & PBV Program Update](#)  
[Monthly Recovery Report](#)  
[Public Housing Occupancy & Work Order Report](#)  
[Affordable Housing Occupancy & Work Order Report](#)  
[Market Rate Occupancy & Work Order Report](#)

*Ken Barbeau, HACM's Acting Secretary-Executive Director, thanked the Board for the trust they have placed in him to be the Acting Secretary-Executive Director during the interim period. He explained that he has worked for the Housing Authority of the City of Milwaukee for twenty-six years and that he has a strong commitment to the organization, the mission and the residents.*

*Mr. Barbeau summarized the Corrective Action Plan (CAP) included with the agenda. He stated that there were only a few changes to the CAP since the November presentation. One of the major changes is that CVR Associates, LLC began managing*

*the HACM Rent Assistance Program on January 2, 2025. He explained that while the transition of management is occurring there will be a grace period for recipients. Commissioners offered suggestions on ways to reach out to Section 8 participants and applicants to inform them of the change in management and how to reach the Section 8 office.*

*Mr. Barbeau summarized the Rent Assistance HCV & PBV Program Update included with the agenda.*

*Marlon Davis, HACM's Chief of Public Safety, summarized the Development Crime Report included with the agenda. Commissioners asked questions about how calls are prioritized, call turnaround times, resident engagement and the recording of incoming calls.*

*Gregory Anderson, Travaux's Vice President of Asset Management, presented an overview of the December 2024 metrics for the Housing Authority of the City of Milwaukee's occupancy rates and work order status for Public-, Affordable- and Market-Rate Housing included with the agenda. Commissioners asked questions about resident input in buildings where aesthetic updates might be done instead of rent concessions, what type of work is being done at properties that have outstanding work orders, and what is planned to increase the occupancy numbers.*

- 8. The Board may receive a motion to convene in closed session pursuant to Section 19.85(1)(g) Wis. Stats. to confer with a representative of legal counsel who will render oral or written advice concerning strategy to be adopted by the Board with respect to litigation in which it is or is likely to become involved. The Board may then reconvene in open session concerning any such item following the closed session**

*The Board decided to change the order of the agenda and have Item 9. Public Listening Session prior to item 8. Closed Session.*

*Commissioner Moore made a motion to convene in closed session at 7:00 p.m. Commissioner Gotzler seconded the motion. There being no objections, the motion carried.*

*Chair Hayslett convened the Housing Authority Board in closed session pursuant to Section 19.85(1)(g) Wis. Stats., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Board may then reconvene in open session concerning any such item following the Closed Session.*

- 9. [R13556](#) Public Listening Session**

Persons who wish to comment may do so in person or via the internet. The Listening Session is an opportunity for the public to provide input to the Board, for the Board to receive that information for consideration.

Those wishing to speak in person should register in-person at the meeting and will be called in the order in which they signed up. As a courtesy to others, all speakers will be limited to speak for two minutes.

Those wishing to provide written comment in person may provide the comments to the staffer who is also registering speakers.

Those wishing to provide comment via the internet must do so prior to 11am the day of the Board Meeting, by visiting the City's eComment system by accessing this agenda, once made available, at <http://milwaukee.legistar.com/calendar>. After 11am the day of the Board Meeting, no further comment will be able to be taken via the internet for the meeting.

**Sponsors:** THE CHAIR

*The Board decided to change the order of the agenda and have Item 9. Public Listening Session prior to item 8. Closed Session.*

*Gregory Kruse, Assistant City Attorney for the City of Milwaukee, provided an overview of the Best Practices for Public Listening Sessions.*

*Five interested persons provided two-minute comments during the Public Listening Session. A summary of each person's comment follows.*

*Ms. Polk – Investigative Journalist: Asked how housing fraud will be addressed by the Board.*

*Mr. Sawyer – RAB, Highland Gardens: Stated that for evictions and other resident concerns, there is no grievance policy in place at Housing Authority for residents to make complaints.*

*Ms. Barnes – Hillside: Expressed that she doesn't feel safe in her home because the work order to repair her screen door has not been completed, there are homeless people using drugs around her residence and her children can't go outside to play because of the rats jumping aggressively towards people.*

*Minister Harrell – Resident Leader, Lapham Park: Stated that he did not see funding for Public Safety for Lapham Park in the 2025 Operational Budgets presented to the Board on December 9, 2024 and he requested added security for Lapham Park.*

*Ms. Rebatin – Independence First: Stated that HACM residents have asked for documentation in alternative languages such as Braille and American Sign Language and that in April of 2026, all websites will have to be compliant with Web Content Accessibility Guidelines (WCAG) 2.2.*

## **Adjournment**

*There being no further business, the Chair adjourned the meeting in Closed Session at 7:51 p.m. with the consent of the other Commissioners in attendance.*

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the Housing Authority ADA Coordinator, Marquette Treadway at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.

Be hereby notified that three (3) members of the Crucible, Inc. Board of Directors may be present at the meeting of the HACM Board of Commissioners, as some members serve on both boards. While a quorum of the Crucible, Inc. Board may be present at the HACM meeting, they will not exercise the responsibilities, authority, or duties vested in the Crucible, Inc. Board of Directors.