



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

Wednesday, April 9, 2025

4:00 PM

City Hall, Room 301-A

Live Stream Link:

<https://milwaukee.granicus.com/player/camera/5?redirect=true>

City of Milwaukee Livestream One

Cable Subscriber Options: Spectrum: Channel 25 and AT&T channel 99

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 4:00 p.m.

Roll Call

Present: 4 - Gotzler, Moore, Hayslett, Burrell

Excused: 1 - Yepez Klassen

A. APPROVAL OF THE CONSENT AGENDA

1. [R13576](#) Approval of the minutes of the Public Listening Session held on February 26, 2025

Sponsors: THE CHAIR

Attachments: [Public Listening Session Meeting Minutes for February 26, 2025](#)

A motion was made by ALD. MOORE, seconded by Jackie Burrell, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye: 4 - Gotzler, Moore, Hayslett, and Burrell

No: 0

Excused: 1 - Yepez Klassen

2. [R13577](#) Approval of the minutes of the regular meeting held on March 5, 2025

Sponsors: THE CHAIR

Attachments: [HACM Meeting Minutes for March 5, 2025](#)

A motion was made by ALD. MOORE, seconded by Jackie Burrell, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye: 4 - Gotzler, Moore, Hayslett, and Burrell

No: 0

Excused: 1 - Yepez Klassen

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.)

B. REPORTS AND DISCUSSION ITEMS

1. [R13578](#) Resolution approving an offer to purchase the vacant lots located at 1510 West State Street and 1518 West State Street by the DNS Real Estate Investments, LLC for \$51,000

Sponsors: THE CHAIR

Attachments: [Narrative & Map - Lots 1510 & 1518 West State Street](#)
[Offer To Purchase - 1510 West State Street](#)
[Offer to Purchase - Counter Offer - 1510 West State Street](#)
[Offer to Purchase - 1518 West State Street](#)
[Offer to Purchase - Counter Offer - 1518 West State Street](#)
[HUD Approval of the Disposition Application](#)
[R_13489 - Legislation Resolution for 1510 & 1518 West State Street](#)
[R_13489 Adopted on 07-10-24 for 1510 & 1518 West State Street](#)

Jeanne Dawson, HACM's Senior Program Specialist, explained that last year, HACM submitted a Disposition Application to the U.S. Department of Housing and Urban Development for the vacant lots located at 1510 and 1518 West State Street, which is a required step prior to any sale. The Disposition Application has been approved, and Ms. Dawson stated that the lots were advertised at fair market value, and the winning bid was submitted by DNS Real Estate, LLC. The Commissioners discussed the procurement timeline, potential future uses for the vacant lots, and opportunities for future business between DNS Real Estate, LLC, and HACM.

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: 4 - Gotzler, Moore, Hayslett, and Burrell

No: 0

Excused: 1 - Yepez Klassen

2. [R13579](#)

PUBLIC LISTENING SESSION REGARDING THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S PUBLIC HOUSING ASSESSMENT SYSTEM SUSTAINABILITY PLAN, FOR THE PURPOSE OF RECEIVING COMMENTS AS REQUIRED BY THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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

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 and to ensure the widest breadth of input, 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, and those comments will be shared with the Board of Commissioners.

Those wishing to provide written comment via mail should send their correspondence to: Attention Public Comment - Sustainability Plan, Housing Authority of the City of Milwaukee, P.O. Box 324, Milwaukee WI 53201-0324.

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 and 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

Attachments: [HACM 2025 Recovery Agreement](#)
[HACM 2025 Sustainability Plan](#)

Ken Barbeau, HACM's Interim Secretary-Executive Director, gave a summary of the Sustainability Plan, provided with the agenda, and stated that the purpose of the public listening session was to hear comments from residents, participants, and the public.

Chair Hayslett recommended creating an interactive web-based Gantt-type chart that could be broken down to specific sections, color-coded, and could allow users to hover over each section for real-time updates. Such a chart would fully and transparently

make this valuable data, being provided to HUD, available to both the general public and residents, like the Presidents of the Resident Organizations/Councils, in an easy and visual format. The Chair added that this data could serve multiple purposes across different areas.

Speakers:

Mr. Cornelius Sawyer - Highland Gardens: Mr. Sawyer stated that the Resident Advisory Board reviewed the Sustainability Plan and found it to be clear and understandable. Mr. Sawyer added, for the benefit of the viewing audience, that the Resident Advisory Board is aware that the Sustainability Plan calls for the appointment of two additional Commissioners to the Board in the next two months, and is looking forward to those nominations.

There being no additional speakers, this closed the Public Listening Session for the Sustainability Plan.

3. [R13580](#)

Public Listening Session (general comments)

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

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 and to ensure the widest breadth of input, 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, and those comments will be shared with the Board of Commissioners.

Those wishing to provide written comment via mail should send their correspondence to: Attention Public Comment, Housing Authority of the City of Milwaukee, P.O. Box 324, Milwaukee WI 53201-0324. In order to be included in this meeting, all written comments for this meeting must be received two days before the meeting. If any comments are received after that date, they will be shared with the Board of Commissioners prior to their next regular meeting.

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 and 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 this meeting.

Sponsors: THE CHAIR

Speakers:

Mr. Cornelius Sawyer – Highland Gardens: Mr. Sawyer stated that there was some confusion between management and residents about how the community room should be used and what events are appropriate. A certain group used it as a church gathering, but was asked to discontinue their services due to a member's inappropriate behavior. Furthermore, there have been continued disagreements among resident groups about the sale of merchandise within the community room. The Resident Organization has reported additional concerns to the property manager, however, the issue has not been resolved. Mr. Sawyer expressed interest in initiating conversations to clarify guidelines and determine the future use of the space.

There being no additional speakers, this closed the Public Listening Session for the General Comments.

4. [R13581](#)**Presentation of the 2023 Financial Statements**

Sponsors: THE CHAIR

Attachments: [Executive Summary for 2023 Financial Statements](#)
[2023 Financial Data Schedule Legend](#)
[2023 Entity Wide Balance Sheet Summary](#)
[2023 Entity Wide Revenue and Expense Summary](#)

Brad Leak, HACM's Chief Financial Officer, stated that he wished to clarify a misstatement made during the previous month's Board meeting regarding funds which HACM owed to the City of Milwaukee for services provided by long-term Department of City Development employees assigned to HACM. He explained that the checks issued to the City had not reached the appropriate department. Mr. Leak further noted that he met with City Comptroller Bill Christensen, who collaborated with HACM to resolve the issue and implement a process to ensure it does not occur again moving forward.

Mr. Leak presented the 2023 Financial Statements, summarizing the documents included with the agenda. He confirmed that the 2023 statements are fully reconciled and noted that by September 30, 2025, he expects the Board will be able to review the audited financial statements for 2024. He acknowledged that the auditor's opinions for the 2023 and 2024 financial statements will probably include a "going concern" opinion. This means that HACM's current assets are less than its current liabilities, meaning that HACM has a potential issue with not being able to meet its current financial obligations. In response to Vice Chair Gotzler's question on how the challenge is being managed, Mr. Leak explained that HACM is prioritizing payments to smaller vendors first and negotiating extended payment terms—typically 45 to 60 days—with larger vendors who have greater cash flow flexibility. Commissioner Moore inquired about the proportion of small vendors. Mr. Leak responded that approximately 60% of vendors are local and considered smaller, while 40% are larger vendors. He also stated that utilities and salaries represent 25% to 30% of vendor obligations. Commissioner Moore requested a detailed list of HACM's vendors. Mr. Leak added that recent staffing reductions have not impacted frontline services to residents and have resulted in improved cash flow. He noted that tools such as Yardi and strengthened internal controls support progress, and the finance staff is undergoing intensive training. In a positive development, HACM successfully made an on-time quarterly payment of \$500,000 to the pension fund on March 31st.

5. [R13582](#) Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [CLPHA FY25 Comparative Funding Chart](#)
[Travaux Meeting Minutes for January 9th, 2025](#)
[Travaux Meeting Minutes for February 13th, 2025](#)
[Travaux Meeting Minutes for March 6th, 2025](#)

Dena Hunt, HACM's Chief Operations Officer – Real Estate Operations, alongside Tracey Sheffield, Sr. Vice President - Project Manager, and Michael Tonovitz, Executive Vice President of Housing Choice Voucher Contracts Management Nationwide, both with CVR Associates, Inc., reported on the progress of HACM's Rent Assistance Program. Ms. Hunt stated that she and Ms. Sheffield will present more data-driven updates at the May Board meeting, focusing on progress in several key areas: the 100% file review, the Project-Based Voucher backlog, the recertification backlog, and the restructuring of the Family Self-Sufficiency program files.

Mr. Tonovitz responded to the Boards' previous questions regarding the improvements in the department overall. He stated that based on his experience, when CVR takes over a program, there is often an initial decline in performance before improvements are seen. For instance, two of the biggest challenges as CVR began providing services to HACM were the volume of calls, including complaints regarding the submittal of paperwork, as well as staffing challenges. He said CVR initially hoped to have a staff of 30 experienced employees onboarded at the start, but were only able to hire 15 by that point. He explained that CVR had to build a new team from the ground up, requiring extensive, comprehensive training, but that the current staff now numbers 40.

Commissioners discussed with CVR the language used in the current Rent Assistance Program communications, emphasizing the importance of clarity and adopting a more compassionate tone. They also asked about landlord payments and the discontinuation of resident vouchers due to delays in submitting required documentation. Additionally, Commissioners requested from CVR a timeline as to when the letter templates in Yardi will be corrected. Commissioners proposed holding quarterly meetings with CVR that include resident participation to ensure continued transparency and engagement.

Marlon Davis, HACM's Chief of Public Safety, shared that he is collaborating with Ken and the vendor to enhance the Public Safety Report, aiming to present a more useful view of activity across the developments. Chief Davis noted that they identified an issue with how calls were being categorized and are working to correct it. He is confident that the updated format will streamline the information and plans to present a hard copy at the May Board meeting.

Chief Davis also highlighted increased officer visibility efforts, stating that officers are proactively patrolling the developments, engaging with residents, and building trust. Commissioner Burrell expressed concern about a recent incident involving a Public Safety Officer, describing the officer's interaction with a resident as disrespectful and unacceptable. In response, Chief Davis emphasized the importance of accountability and voiced strong support for training tools aimed at improving customer service and communication. The Commissioners engaged in a broader discussion on the

importance of customer service.

In response to Commissioner Moore's questions about resident safety, drug activity, and loitering, Chief Davis explained that feedback from residents and Resident Organization (RO) Boards helped identify key concerns. As a result, the department launched a Community Safety Deployment initiative—designed to support patrol efforts and gather real-time, data-informed insights from within the properties. This initiative proved especially valuable during the winter months when RO Boards and liaisons were less active, ensuring continuous communication and monitoring.

Ken Barbeau, HACM's Interim Secretary-Executive Director, informed the Board that the meeting packets include the Travaux Board meeting minutes for January, February, and March, 2025. He noted that beginning next month, these items will be regularly presented to the HACM Board. The inclusion of these items will fulfill the reporting requirements outlined in the Sustainability Plan.

Mr. Barbeau also pointed out that the final item in the packet is a Comparative Funding Chart for 2025, which includes the funding levels approved in Congress's continuing resolution passed in March. Mr. Barbeau emphasized that the future congressional budget funding remains uncertain.

Commissioner Moore requested that the staff member responsible for preparing the Travaux Board meeting minutes be acknowledged in the meeting minutes transcript.

Adjournment

There being no further business, Commissioner Moore made a motion to adjourn the meeting at 6:35 p.m. Commissioner Burrell seconded the motion. There being no objections, the motion carried.

Minutes prepared by: Patricia Dee and Maria Martinez-Planas

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.

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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.