



City of Milwaukee

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

Meeting Minutes

HOUSING AUTHORITY

MARK WAGNER, CHAIR

Sherri L. Daniels, Vice Chair

**Ald. Milele Coggs, Darian Luckett, Brooke VandeBerg, and
Irma Yopez Klassen**

Wednesday, July 13, 2022

9:30 AM

Virtual Conference Call-in: (866) 899-4679

Access code: 642-409-709#

Annual Meeting

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.

To view the meeting materials electronically, please go to: <https://milwaukee.legistar.com/MeetingDetail.aspx?ID=987464&GUID=F728F7B9-90F7-4F38-8591-F8B4F3492C74&Options=info|&Search=>

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities who cannot access the meeting via phone. For additional information contact the Housing Authority ADA Coordinator, Patricia Schmidtnecht at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212

Call to Order

Meeting called to order at 9:37 a.m.

Roll Call

Present: 3 - Wagner, Coggs, Reed Daniels

Excused: 1 - VandeBerg

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. [R13328](#) Approval of the minutes of the regular meeting held on May 11, 2022

Sponsors: THE CHAIR

Attachments: [HACM Minutes for May 11-2022_Final](#)

A motion was made by Sherri Reed Daniels, seconded by ALD. COGGS, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye: 3 - Wagner, Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

B. REPORTS AND DISCUSSION ITEMS

1. [R13332](#) Election of Chair

Sponsors: THE CHAIR

Vice Chair Daniels made a motion to open the nominations for the office of Chair and Commissioner Coggs seconded. Vice Chair Daniels made a motion to nominate Mark Wagner for Chair and Commissioner Coggs seconded. There being no further nominations, Vice Chair Daniels made a motion to close the nominations for the office of Chair, and Commissioner Coggs seconded the motion. This nomination prevailed by the following vote:

Aye: 2 - Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

Abstain: 1 - Wagner

2. [R13333](#) Election of Vice Chair

Sponsors: THE CHAIR

Chair Wagner and Vice Chair Daniels thanked the Board for their confidence and are looking forward to working with the Board and HACM.

Chair Wagner made a motion to nominate Sherri Daniels for Vice-Chair and Commissioner Coggs seconded the motion. There being no further nominations, Chair Wagner made a motion to close the nominations for the office of Vice Chair, and Commissioner Coggs seconded the motion. This nomination PREVAILED by the following vote:

Aye: 2 - Wagner, and Coggs

No: 0

Excused: 1 - VandeBerg

Abstain: 1 - Reed Daniels

3. [R13329](#) Resolution approving an award of contract to Grand Appliances (Brookfield, WI) for the purchase of ranges and refrigerators for the Housing Authority City of Milwaukee properties at an estimated yearly amount of \$450,000.00 (Official Notice 58099)

This contract will be effective June 10, 2022 through June 9, 2023 with the option to be extended for four additional one-year terms upon mutual consent of both parties.

Sponsors: THE CHAIR

Attachments: [Grand Appliances -Bid tab 58099 for Ranges and Refrigerators](#)

Melissa Krotts, HACM's Procurement Consultant, stated that Grand Appliances has an ability to provide appliances in a variety of sizes needed at the various Housing sites and a long-standing relationship with HACM. Ms. Krotts added that there were other bidders, however they could not deliver the appliances in a similar capacity. Ms. Krotts concluded by answering Commissioners' questions regarding other bidders and how often this type of bid is needed.

A motion was made by Sherri Reed Daniels, seconded by ALD. COGGS, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 3 - Wagner, Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

4. [R13331](#)

Resolution authorizing the use of AIA Document A102-2017 for Westlawn Renaissance V LLC, Westlawn Renaissance VII LLC and Townhomes at Carver Park LLC

This resolution will authorize management to use the AIA document A102-2017 as required by the Wisconsin Housing and Economic Development Authority (WHEDA) as lender and tax allocating agency, instead of the previously approved A133-2009. This changes the role of Travaux, Inc. on the contract from Construction Manager to General Contractor. Both documents, however, requires a Cost Plus with Gross Maximum Price methodology in setting the contract amount. Investors are agreeable to this change.

Sponsors: THE CHAIR

Attachments: [Final A102-2017 21-043 Travaux \(WRV\) General Contractor \(2\)](#)
[Final-A102-2017 21-044 Travaux \(WRVII\) General Contractor](#)
[Final-A102-2017 21-045 Travaux \(Townhomes at Carver\) General Contractor](#)
[Sample use of Contract A102-2017 for WLR V-WLR VII and Townhomes](#)

Fernando Aniban, HACM's Assistant Secretary, explained the differences between the documents, emphasizing that the AIA102-2017 does not change the essence of the contract or the work that is being done. Mr. Aniban also advised the Board that HACM closed Westlawn Renaissance V on July 6th, and with that, HACM was able to get back \$1.8 million in funds that were advanced for redevelopment and developer fees. Westlawn Renaissance VII is expected to close at the end of July.

A motion was made by Sherri Reed Daniels, seconded by ALD. COGGS, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 3 - Wagner, Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

5. [R13334](#)

Resolution approving an increase in the Gross Maximum Price (GMP) for the Carver Park Project in an amount not-to-exceed \$7.99 million

After the receipt of additional bids for this project, the amended amount of \$7.4 million as per resolution R13317, adopted on April 13, 2022, is no longer adequate.

Sponsors: THE CHAIR

Attachments: [Updated G703 for Carver Park LLC](#)
[Carver Park Project Description 6.30.22](#)

Fernando Aniban, HACM's Assistant Secretary, stated that when this item was originally brought to the Board, there were two scopes of work that still needed to be bid out: painting and exterior work. This item is a rehab project for Carver Park, that will be closing at the end of the July.

A motion was made by Sherri Reed Daniels, seconded by ALD. COGGS, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 3 - Wagner, Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

6. [R13335](#)

Resolution approving a Change Order to Purchase Order WG120597 with Rams Contracting Ltd. for topsoil spreading for public construction phase 3 utilities at Westlawn Gardens Phase 2 in an amount not-to-exceed \$299,000.00

The original contract amount was for \$40,313.00. During construction, additional topsoil spreading work beyond the original scope was required with an additional amount not-to-exceed \$299,000.00, resulting in a new total of \$339,313.00. This now exceeds the \$250,000.00 threshold requiring Board approval.

Sponsors: THE CHAIR

Attachments: [Change Order -Rams Contracting WG120597.CO analysis-recommendation FINAL](#)

Warren Jones, Travaux Inc.'s Vice President of Construction, informed the Board that

Travaux did not anticipate the volume of topsoil and spoilage that would need to be removed at Westlawn Gardens. The additional work needed included spreading top soil around the foundation, moving large amounts of soil away for the road construction, clearing the site for utilities and continued construction. Rams Contracting was already on site and did not need to remobilize. They provided the time and material estimates, which were verified by onsite staff. Travaux, Inc. did solicit other estimates, however, Rams' estimate was consistently the lowest respondent. Mr. Jones affirmed that Rams Contracting has done satisfactory work at the site

A motion was made by Sherri Reed Daniels, seconded by ALD. COGGS, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 3 - Wagner, Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

7. [R13336](#)

Resolution approving an award of contract to Division 10 Personnel Services to provide maintenance employee staffing for the Housing Authority of the City of Milwaukee for an amount approximately \$440,000.00 per year.(Official Notice 58022)

This contract includes the option to be extended for four additional one-year terms upon mutual consent of both parties.

Sponsors: THE CHAIR

Attachments: [Bid Tab 58022 - Temporary Staffing Services](#)
[Bid Tab 58022 Evaluation for Division 10 Personnel - Temporary Staffing Services](#)

Kent Britton, HACM's Director of Procurement and Contracts, noted this item would cover additional maintenance staffing needed at various sites. Mr. Britton also made mention that HACM has been working with this agency and they have met the organization's needs.

Willie Hines, HACM's Secretary-Executive Director, indicated that Division 10 Personnel has provided temporary hires for HACM and Travaux who have moved into permanent positions. Mr. Hines also indicated that HACM is exploring other avenues in its search to fill maintenance and other positions. Chair Wagner requested the numbers of Section 3 participants for the temporary and new hires. Commissioners discussed temporary versus permanent positions and who would be overseeing the positions.

A motion was made by Sherri Reed Daniels, seconded by ALD. COGGS, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 3 - Wagner, Coggs, and Reed Daniels

No: 0

Excused: 1 - VandeBerg

8. [R13330](#) Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [NAHRO Article - HUD Receives Significant Funding Increase in House Proposal](#)

Fernando Aniban, HACM's Assistant Secretary, reported that HACM submitted an application to the Wisconsin Housing and Economic Development Authority (WHEDA) for \$2 million in American Rescue Plan Act (ARPA) funds for Westlawn Renaissance VII and other affordable housing projects. Mr. Aniban announced that of the \$2 million requested, HACM was granted \$1.4 million.

Kaylin Nuss, HACM's Chief Operating Officer-Real Estate Operations, informed the Commissioners that the U.S. Dept of Housing and Urban and Development (HUD) issued a \$26.5 million Capital Funds Notice of Funding Opportunity for improving physical conditions of properties, management, increasing occupancy and reducing long term vacancies. HACM's \$3.5 million application focused on 134 Scattered Sites Northwest units. Ms. Nuss noted that HUD will announce the awards in November 2022.

Mr. Hines directed Mr. Aniban to introduce HACM's new Chief Financial Officer, Dennis Yaccarino who was formerly the City of Milwaukee's Budget Director. Mr. Aniban stated that HACM will be taking advantage of his expertise. Mr. Yaccarino thanked Mr. Hines and the Board for the opportunity and stated he is looking forward to working with the organization.

Mr. Hines announced two upcoming events. The first is an Employee Appreciation Event on August 3rd, from 11am to 1pm. The second event, at the Great Lakes Civilian Conservation Corps, is a legacy tribute to Tony Pérez on Tuesday, July 19th to celebrate his contributions to the City. Mr. Hines also congratulated Chair Wagner and Vice Chair Daniels on their appointments. Vice Chair Daniels congratulated Fernando Aniban on his new appointment and stated she is looking forward to the year and working with HACM.

Adjournment

There being no further business, Vice Chair Daniels made a motion to adjourn the meeting at 10:41 a.m. Chair Wagner seconded the motion. There being no objections, the motion carried.

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, Patricia Schmidtknecht 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.