



# City of Milwaukee

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

## Meeting Minutes

### HOUSING AUTHORITY

**MARK WAGNER, CHAIR**

**Ricardo Diaz , Vice Chair**

**Sherri L. Daniels, Hon. M. Joseph Donald, Lena Mitchell,**

**Michael Van Alstine, and James N. Witkowiak**

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Wednesday, October 11, 2017

1:30 PM

City Hall, Room 301A, 200 East Wells Street

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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 1:34 p.m.*

#### Roll Call

**Present:** 7 - Witkowiak, Diaz, Van Alstine, Wagner, Mitchell, Reed Daniels, Donald

#### 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. Approval of the minutes of the regular meeting held on September 14, 2017.

**Sponsors:** THE CHAIR

**Attachments:** [092017 HACM Minutes](#)

**A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Motion be APPROVED. This motion PREVAILED by the following vote:**

**Aye:** 7 - Witkowiak, Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

2. Resolution approving the Housing Authority's Agency Plan for 2018.

**Sponsors:** THE CHAIR

**A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 7 - Witkowiak, Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

3. Resolution approving the write-offs of delinquent former resident accounts for various low rent public housing developments in the amount of \$41,160.40

This resolution will authorize the write-off of delinquent former resident accounts for the period January 1, 2017 to March 31, 2017. Although these accounts are written-off for accounting purposes, the City Attorney's Office obtains judgments against all tenants evicted by court action. These judgments, and all unpaid final tenant accounts, will be sent to the Department of Revenue to intercept tax returns.

**Sponsors:** THE CHAIR

**Attachments:** [Write-Off 2017Q1 Summary – Low Income Public Hsg](#)

**A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 7 - Witkowiak, Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

4. Resolution approving the write-offs of delinquent former resident accounts for the Berryland, Northlawn and Southlawn middle-income developments in the amount of \$5889.88

This resolution will authorize the write-off of delinquent former resident accounts for the period January 1, 2017 to March 31, 2017. Although these accounts are written-off for accounting purposes, the City Attorney's Office obtains judgments against all tenants evicted by court action. These judgments, and all unpaid final tenant accounts, will be sent to the Department of Revenue to intercept tax returns.

**Sponsors:** THE CHAIR

**Attachments:** [Write-Off 2017Q1 Summary – Middle Income Public Hsg](#)

**A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 7 - Witkowiak, Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

5. Resolution approving Revision #2 to the 2017 Capital Fund Program Grant and its submission to the U.S. Department of Housing & Urban Development

**Sponsors:** THE CHAIR

**Attachments:** [Annual Statement Performance Eval CFP Rev #2](#)

**A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 7 - Witkowiak, Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

6. Resolution approving the submission of the final performance and evaluation report for the 2013 Capital Fund Program Grant and close-out documents to the U.S. Department of Housing and Urban Development.

**Sponsors:** THE CHAIR

**Attachments:** [Final Performance and Evaluation Report CFP 2013](#)

**A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 7 - Witkowiak, Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

**B. REPORTS AND DISCUSSION ITEMS**

1. Resolution authorizing the Secretary-Executive Director of the Housing Authority of the City of Milwaukee to enter into an Interlocal Agreement with Johnson Controls Inc. (Milwaukee, WI) for energy services in an amount not to exceed \$200,000.

**Sponsors:** THE CHAIR

*Bobbi Marsells and Fernando Aniban explained the contract. Johnson Controls, Inc. will conduct an energy audit to determine what, if any, energy services can be provided whose energy savings would, at minimum, cover the equipment and installation costs over time. HACM will cover any consulting costs for developments where it is determined that the services would not provide sufficient savings, up to a total of \$200,000. Melissa Krotts explained we are in compliance with HUD regulations on agreement; Johnson Controls in agreement with Tampa Bay Housing Authority under similar terms. Mr. Aniban further explained the findings of the energy audit will be shared with the Board for approval before proceeding.*

**A motion was made by Sherri Reed Daniels, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. The motion PREVAILED. by the following vote:**

**Aye:** 6 - Van Alstine, Wagner, Mitchell, Diaz, Reed Daniels, and Donald

**No:** 0

**Excused:** 1 - Witkowiak

2. Presentation of the 2016 Audited Financial Statements.

**Sponsors:** THE CHAIR

*Rick Koffarnus, HACM's Accounting Manager, and Steve Henke, CPA, Senior Manager of Baker Tilly spoke on the item. Baker Tilly offered an unmodified (clean) opinion, finding the financial statements are fairly presented in accordance with Generally Accepted Accounting Principles, applied on a consistent basis and that all appropriate disclosures were included. It was suggested that for future audit presentations, notice be made for the board to enter into closed session for further discussion and questions with the auditor.*

3. Report from the Secretary-Executive Director.

**Sponsors:** THE CHAIR

**Attachments:** [Housing Affairs Letter National Digest Heard at HUD 09-22-17](#)  
[Housing Affairs Letter Senate Nod for Patenaude to Lead HUD 09-22-17](#)  
[Housing Affairs Letter HUD Workforce Turmoil Grows 09-15-17](#)  
[Housing Affairs Letter House Readies 2018 Spending Minibus 09-15-17](#)  
[Housing Affairs Letter HUD In Storm Recovery Chaos 09-15-17](#)  
[Housing Affairs Letter Report Paints Dismal Housing Portrait 08-17-17](#)  
[Housing Affairs Letter Massive Home Building Disruption 08-29-17](#)  
[GMF HACM Jan - Jun 2017 Endowment Fund Statements 09-18-17](#)  
[GMF SSII Jan - Jun 2017 Endowment Fund Statements 09-18-17](#)  
[HAI Group Ltr Outstanding Risk Control Awards 09-15-17](#)  
[HAI Five Star Performer Certificate 09-2017](#)  
[MCSC Powering Green Sponsorship Thank You](#)

*Mr. Pérez discussed the following items and made note of particular areas of interest for the Board:*

- *An article from the Housing Affairs Letter National Digest entitled “Heard at HUD”*
- *An article from the Housing Affairs Letter entitled “Senate Nod for Patenaude to Lead HUD”*
- *An article from the Housing Affairs Letter entitled “HUD Workforce Turmoil Grows”*
- *An article from the Housing Affairs Letter entitled “House Readies 2018 Spending Minibus”*
- *An article from the Housing Affairs Letter entitled “HUD in Storm Recovery Chaos”*
- *An article from the Housing Affairs Letter entitled “Report Paints Dismal Housing Portrait”*
- *An article from the Housing Affairs Letter entitled “Massive Home Building Disruption”*
- *Financial Statement from the Greater Milwaukee Foundation regarding the HACM Endowment Fund for the period of January – June 2017*
- *Financial Statement from the Greater Milwaukee Foundation regarding the HACM Scattered Sites II Endowment Fund for the period of January – June 2017 Endowment Fund Statements. During the discussion of the financial statements, limitations on the funds, required by HUD, were spoken of and Commissioner Diaz suggested pursuing a waiver to broaden the reach of those funds.*
- *Housing Authority Insurance Group Letter Outstanding Risk Control Awards*
- *Housing Authority Insurance Group Five Star Performer Certification*
- *Milwaukee Community Service Corporation Powering Green Sponsorship Thank You Letter*

*Mr. Pérez also showcased the following awards recently received from the Housing Authority Insurance Group (HAIG) the 2017 Resident Safety Award; the second runner-up for most improved claim history for calendar years 2013, 2014, and 2015; and the Five Star Performer in the Outstanding Risk Control Program certificate along with a \$250 award payment.*

*Mr. Pérez spoke about the job fair that HACM sponsored for construction-related jobs at Westlawn Gardens. The Mayor and a Youthbuild participant spoke and over 130 potential workers attended.*

*Mr. Pérez thanked Commissioner Diaz and the United Community Center for organizing a fundraising event called Los Sonidos Unidos: A Milwaukee Benefit to be held on Sunday, October 15 to support Red Cross relief efforts in Puerto Rico and Mexico.*

*Mr. Pérez also shared a thank you letter received from Westlawn Resident Council President Jackie Burrell for encouraging her attendance at a recent conference.*

*Mr. Pérez shared that the City of Milwaukee and HACM are pursuing a Choice Neighborhood Implementation (CNI) grant on Milwaukee's near West Side. A number of partners have already expressed interest.*

*Warren Jones, HACM's Director of Development provided an update on the Westlawn Choice Neighborhood including Victory Manor.*

*Paul Williams, Choice Neighborhood Initiative Coordinator provided an update on the relocation and community events happening in the Westlawn Choice Neighborhood.*

*Mr. Pérez thanked Mr. Evans Gant for his time as HACM's Section 3 and Emerging Business Enterprise Coordinator. Mr. Gant worked alongside HACM's Procurement team and discharged his duties well. Mr. Gant will be missed as he moves on and up. This position is currently posted.*

*Commissioner Diaz commended the staff on the presentation of the Strategic Plan at last month's meeting and encouraged continuing progress on it.*

*Chair Wagner thanked Mr. Perez for his comments.*

## **Adjournment**

*There being no further business, Commissioner Diaz made a motion to adjourn the meeting at 2:40p.m. Commissioner Van Alstine 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>.