



# 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, November 8, 2017

1:30 PM

City Hall, Room 301B, 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 1:42 p.m.*

#### Roll Call

**Present:** 4 - Diaz, Van Alstine, Wagner, Donald

**Excused:** 3 - Witkowiak, Mitchell, Reed Daniels

#### 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. [R 12905](#) Approval of the minutes of the regular meeting held on October 11, 2017.

**Sponsors:** THE CHAIR

**Attachments:** [October 11, 2017 HACM Minutes.pdf](#)

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

**Aye:** 4 - Van Alstine, Wagner, Diaz, and Donald

**No:** 0

**Excused:** 3 - Witkowiak, Mitchell, and Reed Daniels

2. [R 12906](#) Resolution approving the appointment of Daniel J. McCarthy to the Travaux Board of Directors
- Sponsors:** THE CHAIR
- Attachments:** [Dan McCarthy Resume.pdf](#)
- A motion was made by Michael T. Van Alstine, seconded by Ricardo Diaz, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:
- Aye:** 4 - Van Alstine, Wagner, Diaz, and Donald
- No:** 0
- Excused:** 3 - Witkowiak, Mitchell, and Reed Daniels
3. [R 12907](#) Resolution accepting the proposal of and awarding a contract to Yardi Systems, Inc. (Santa Barbara, CA) for a housing management software system (Official Notice No. 57812)
- Sponsors:** THE CHAIR
- Attachments:** [Bid Tab 57812 Yardi Housing Management Software.pdf](#)
- A motion was made by Michael T. Van Alstine, seconded by Ricardo Diaz, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:
- Aye:** 4 - Van Alstine, Wagner, Diaz, and Donald
- No:** 0
- Excused:** 3 - Witkowiak, Mitchell, and Reed Daniels
4. [R 12908](#) Resolution approving Change Order 1 to Contract 17-003 with KPH Environmental Corporation for hazardous materials abatement services at various subsidized public housing sites.
- This Change Order will add \$150,000 in contract authority for continued work on initial term of contract expiring 03/27/2018; current contract authority is not-to-exceed \$150,000
- Sponsors:** THE CHAIR
- Attachments:** [Analysis-Recommendation for 17-003 Change Order 1 KPH Haz Mat.pdf](#)
- A motion was made by Michael T. Van Alstine, seconded by Ricardo Diaz, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:
- Aye:** 4 - Van Alstine, Wagner, Diaz, and Donald
- No:** 0

**Excused:** 3 - Witkowiak, Mitchell, and Reed Daniels

## **B. REPORTS AND DISCUSSION ITEMS**

1. [R 12909](#) Presentation of the Third Quarter Financial Reports for the period ending September 30, 2017

**Sponsors:** THE CHAIR

**Attachments:** [Discussion Points for Financial Reports 17Q3 09-30-17.pdf](#)  
[Financial Reports 17Q3 09-01-17.pdf](#)

*Commissioners raised concerns about the vacancy rates, which are currently higher than targeted. Staff discussed various internal and external factors contributing to the problem and some efforts already underway to address it. The Commissioners asked for further information, reports and potential solutions to be presented for discussion at the January Board Meeting.*

2. [R\\_12910](#)

## Report from the Secretary-Executive Director

**Sponsors:** THE CHAIR

**Attachments:** [HUD Ltr Acknowledging Clean 2016 Audit.pdf](#)  
[WWBIC Thank You Ltr re 30th Anniversary Luncheon.pdf](#)  
[WWBIC Make Your Money Talk Q3 2017 Report and Dashboard.pdf](#)  
[Adult Learning Ctr Thank You Ltr re 2017 Book Sale.pdf](#)

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

- *A letter from HUD acknowledging receipt of HACM's clean audit for the year ending December 31, 2016.*
- *The latest report and dashboard from the Make Your Money Talk Program from the Wisconsin Women's Business Initiative Corporation (WWBIC) and HACM. The Individual Development Account (IDA) match is currently four to one.*
- *A Thank You Letter from WWBIC for participating in their Annual Luncheon. The Commissioners were invited to attend.*
- *A Thank You Letter from the Adult Learning Center for donating to their recent Book Sale. HACM partners with the Adult Learning Center at the Techforce Training Center.*

*The family waiting list for low-income public housing applications will close at 4pm on Friday, November 10th. As of this morning, there were over 6900 applications submitted online.*

*Recently, HUD hosted a conference in Washington DC for the Choice Neighborhood Initiative grant recipients, including participants from Milwaukee, such as Westlawn resident leaders and community partners, as well as HACM staff.*

*Mr. Pérez shared a Thank You letter he received earlier this week from Hillside Resident Nicole Currie, for the scholarship that she received from HACM. She said the scholarship enabled her to focus on her studies, instead of worrying about tuition and other college costs.*

*HACM recently hosted a site and enterprise visit by U.S. Congressman Sean Duffy (WI 7th District), who is Chairman for the House Financial Services Subcommittee on Housing & Insurance. Cong. Duffy was interesting in learning more about the impact of policy nationally and within Wisconsin, as well as the work of HACM.*

*HACM may have a tenant moving into the East Side of Convent Hill, the UPS Store franchise currently at East Pointe. The space is currently being worked on. It will build on the growing energy of the neighborhood.*

*Mr. Pérez provided an update regarding Travaux, a fee-for-service entity of HACM's. Travaux recently entered into an agreement with the Hmong-American Peace Academy to provide pre-development services for their potential school expansion. Travaux, as an instrumentality of HACM, will report and provide updates to the HACM board. Travaux is also a different employment space, so as the organization gets up to speed, it will organically and dynamically evolve.*

**Adjournment**

*There being no further business, Commissioner Diaz made a motion to adjourn the meeting at 3:08 p.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.

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