



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

Thursday, September 13, 2018

1:30 PM

City Hall, Room 301A, 200 East Wells Street

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 1:40p.m.

Roll Call

Present: 5 - Witkowiak, Diaz, Wagner, Mitchell, Donald

Excused: 2 - Van Alstine, 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. [R12987](#) Approval of the minutes of the regular meeting held on August 8, 2018

Sponsors: THE CHAIR

Attachments: [August 8, 2018 HACM Minutes](#)

A motion was made by Ricardo Diaz, seconded by Lena Mitchell, that this Motion be APPROVED. This motion PREVAILED by the following vote:

Aye: 5 - Witkowiak, Wagner, Mitchell, Diaz, and Donald

No: 0

Excused: 2 - Van Alstine, and Reed Daniels

2. [R12988](#) Resolution approving the appointment of Kimberly A. Hurtado to the Travaux Board of Directors

Sponsors: THE CHAIR

Attachments: [Kimberly A. Hurtado Bio](#)

A motion was made by Ricardo Diaz, seconded by Lena Mitchell, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 5 - Witkowiak, Wagner, Mitchell, Diaz, and Donald

No: 0

Excused: 2 - Van Alstine, and Reed Daniels

3. [R12989](#) Resolution approving an award of contract to Bohmann & Vick Incorporated (Brookfield, WI) for Partial Site Infrastructure at Westlawn Gardens Phase 2 in the amount of \$531,200.00

Sponsors: THE CHAIR

Attachments: [Non-Competitive Analysis Bohmann & Vick Partial Site Infrastructure at Westlawn Gardens Phase 2 - DRAFT Award Recommendation](#)

A motion was made by Ricardo Diaz, seconded by Lena Mitchell, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 5 - Witkowiak, Wagner, Mitchell, Diaz, and Donald

No: 0

Excused: 2 - Van Alstine, and Reed Daniels

B. REPORTS AND DISCUSSION ITEMS

1. [R12990](#) Public Hearing on the Housing Authority's Agency Plan for 2019

Sponsors: THE CHAIR

Conyunn West explained that the purpose of the hearing is to accept public comments on the Housing Authority of the City of Milwaukee (HACM) proposed 2019 Agency Plan.

Commissioner Witkowiak made a motion to open the public hearing on the HACM Agency Plan. Commissioner Diaz seconded the motion, and it carried. Ms. West outlined the documents included in the agency plan, the changes made to the plan since last year's and explained that a draft of the plan has been available for public review at the Housing Authority's offices prior to the meeting.

There being no further comments, Commissioner Diaz moved to close the public hearing on the 2019 Agency Plan. Commissioner Donald seconded the motion, and it carried.

2. [R12991](#) Presentation of the 2017 Audited Financial Statements

Sponsors: THE CHAIR

Attachments: [HACM 2017 Financial Statements - Communication Report from Auditor](#)
[HACM 2017 Financial Statements - Full Final from Auditor](#)
[Baker Tilly 2017 Audit Executive Summary 09-13-18](#)

Rick Koffarnus, HACM's Accounting Manager, and Steve Henke, CPA, Senior Manager of Baker Tilly spoke on the item and presented a 2-page Executive Summary. Baker Tilly offered an unmodified (clean) opinion, finding that 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. Mr. Henke welcomed the board to reach out to him if they ever have any questions. Chair Wagner and Vice Chair Diaz noted that they met privately with Mr. Henke, without staff present, and there was nothing different reported. Mr. Diaz suggested that a periodic deep dive by the auditors into one part of the financials might be a helpful exercise to consider in the future.

3. [R12992](#) Presentation of changes and additions to the HACM Employee Handbook

Sponsors: THE CHAIR

Attachments: [Summary of HACM Employee Handbook Updates and Additions Aug 2018](#)
[Employee Handbook Excerpt - Volunteer Policy](#)
[HACM Employee Handbook Draft Aug 2018](#)

4. [R12993](#) Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [Housing Affairs Letter: Senate Boosts Housing Subsidies 08-10-18](#)
[NAHRO Direct News: HUD Reopens Rule on Affirmatively Furthering Fair Housing 08-16-18](#)
[HUD Press Release: Following Court Ruling HUD Moving Forward on Amending Affirmatively Furthering Fair Housing Regulations 08-22-18](#)
[Housing Affairs Letter: Fair Housing Enforcement Tempered 08-17-18](#)
[Housing Affairs Letter: Landlords On HUD's Section 8 Radar 08-24-18](#)
[Housing Affairs Letter: HUD Sets HOTMA Over-Income Limit 08-03-18](#)
[Housing Affairs Letter: Facebook Pulls Ads On HUD Complaint 08-24-18](#)
[HUD Letter re Sec 8 FY2018 SRO Recapture 08-24-18](#)
[HUD Ltr HCV Admin Fee Proration Increase Notification 08-30-18](#)
[Milw ERS Ltr re True-Up of Actuarial Contrib & Employer Duty Disab Contrib 08-28-18](#)
[HACM-MICAH Meeting Agenda & Tony's Notes 08-15-18](#)
[MPD Thank You Letter re HACM Chief Moore's Ltr re PO Michael Michalski 08-21-18](#)

Mr. Pérez wanted to speak a little further on consent agenda item A.3, R_12989. Warren Jones, Travaux Vice President of Construction, Kevin Theissen, Travaux Senior Project Manager and Estimator spoke about the work being done to ensure occupancy for Victory Manor by December. The item concerns road construction of alley and parking lots, and the fire code requirements necessary for them. Travaux worked with the inspector and low bidder to further lower a bid without taking the time that a whole new bid process would require.

Mr. Pérez asked Fernando Aniban, HACM Chief Financial Officer, to provide a related update to Westlawn Renaissance III, which involves Building 2.2 and 2.3. Mr. Aniban explained that, based on the initial batch of bid results, it appears that the costs will be higher than the contract amount in last month's board meeting. Mr. Aniban and Mr. Jones discussed a variety of paths they are exploring to increase the funds available and reduce the costs. They've also heard that this is a not uncommon challenge in the current marketplace. Mr. Aniban noted that a change in last month's contract resolution language may be required before the project can make upcoming goals. The board let the staff know that they would be prepared to hold a special meeting if amending the contract was required before the October board meeting.

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

- *An article from the Housing Affairs Letter entitled "Senate Boosts Housing Subsidies"*
- *An email from NAHRO Direct News entitled "HUD Reopens Rule on Affirmatively Furthering Fair Housing"*
- *A HUD Press Release entitled "Following Court Ruling HUD Moving Forward on Amending Affirmatively Furthering Fair Housing Regulations"*
- *An article from the Housing Affairs Letter entitled "Fair Housing Enforcement Tempered"*
- *An article from the Housing Affairs Letter entitled "Landlords On HUD's Section 8"*

Radar”

- *An article from the Housing Affairs Letter entitled “HUD Sets HOTMA Over-Income Limit”*
- *An article from the Housing Affairs Letter entitled “Facebook Pulls Ads On HUD Complaint”*
- *A letter from HUD re: Sec 8 FY2018 SRO Recapture WI002_RPT_20180824_2018_M18-199*
- *A letter from HUD re: HCV Admin Fee Proration Increase Notification*
- *A letter from the City of Milwaukee Employees’ Retirement System re: True-Up of Actuarial Contributions & Employer Duty Disability Contribution*
- *A copy of the most recent HACM-MICAH Meeting Agenda*
- *A Thank You Letter from MPD Chief Morales re: HACM’s Public Safety Chief Moore’s Letter re: PO Michael Michalski*
- *A letter from HUD re: the approval of the FY18 Capital Fund Emergency Safety & Security Program grant*

Mr. Pérez noted that HACM recently hosted a Completion Ceremony. The residents and recent high school graduates, who learned job skills while spending time in a variety of positions at HACM now move onto to college and other employment. Mr. Pérez and the Board thanked the Human Resources department for their efforts in creating and running this program.

Mr. Pérez mentioned that there was a recent Summer Block Party at Westlawn, which, amongst many activities, included a Walk with the Mayor. Mr. Pérez added that he enjoyed meeting with Westlawn resident Ms. Gracie; he really enjoyed the time they recently spent together, and was saddened to hear that she recently suffered a stroke, but is heartened to hear she is recovering.

Mr. Pérez also mentioned that HACM is again undertaking efforts to encourage voter registration and voter participation for the upcoming election.

Mr. Pérez shared the news that the Housing Authority Insurance Group once again recognized HACM for its risk control measures. It is recognition that HACM is maintaining strong practices in its work.

Mr. Pérez noted that HACM has had received or been a part of some recent grant announcements. The Hillside development will be the focus of a \$2.3 million Job s Plus workforce development grant and just this week HUD announced that a \$1.3 Choice Neighborhood Initiative (CNI) Planning Grant was awarded to the Near West Side Partners and Marquette. This grant has a focus in the area around College Court. The CNI Planning Grant is focused on preparing a plan for neighborhood revitalization and may be a preamble to an CNI Implementation Grant, like Milwaukee’s Choice Neighborhood around Westlawn. The Planning Grant funds are not used for building rehabilitation. Staff is currently working on a CNI Implementation Grant application for the Holton Terrace neighborhood.

Chair Wagner shared that he has been invited to serve as a Juror for NAHRO’s 2018 Elizabeth B. Wells Memorial national award. Shortly before that, Chair Wagner was asked to serve as NAHRO’s Community Revitalization and Development Finance Sub-Committee Vice-Chair. He was nominated and selected by his fellow committee members and is honored by their recognition.

Adjournment

There being no further business, Commissioner Diaz made a motion to adjourn the meeting at 3:05p.m. Commissioner Donald 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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