



# 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 10, 2018

1:30 PM

City Hall, Room 301-A, 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 1:30p.m.*

#### Roll Call

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

#### A. APPROVAL OF THE CONSENT AGENDA

1. [R12994](#) Resolution approval of the minutes of the regular meeting held on September 13, 2018  
**Sponsors:** THE CHAIR  
**Attachments:** [Meeting Minutes for September 13, 2018.pdf](#)  
  
A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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
2. [R12995](#) Resolution approving the submission of the 2019 Agency Plan  
**Sponsors:** THE CHAIR  
  
A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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. [R12997](#)

Resolution approving the submission of the close-out documents and final performance and evaluation reports for the Fiscal Year 2012, 2013, and 2014 Capital Fund Program Replacement Housing Factor grants numbered WI39R002501-12, WI39R002501-13, and WI39R002501-14 respectively, to the U.S. Department of Housing and Urban Development

**Sponsors:** THE CHAIR

**Attachments:** [HUD 53001 & 50075 - Closeout of 2012 RHF Grant WI39R002501-12 - Signed 10-02-18.pdf](#)  
[HUD 53001 & 50075 - Closeout of 2013 RHF Grant WI39R002501-13 - Signed 10-02-18.pdf](#)  
[HUD 53001 & 50075 - Closeout of 2014 RHF Grant WI39R002501-14 - Signed 10-02-18.pdf](#)

**A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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. [R12998](#)

Resolution authorizing the development of a Succession Plan Policy that will be incorporated into the HACM Employee Handbook

**Sponsors:** THE CHAIR

**Attachments:** [2018 Succession Planning Policy HACM.pdf](#)

**A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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. [R12999](#)

Resolution approving award of contract to Travaux, Inc. (Milwaukee, WI) to be General Contractor for Westlawn Renaissance III LLC (Buildings 2.2 & 2.3) in the amount of \$23,564,739

**Sponsors:** THE CHAIR

**Attachments:** [Westlawn Renaissance III G703 - 2 2 Sked Values-Final.xls](#)  
[Westlawn Renaissance III G703 - 2 3 Sked Values-Final.xls](#)

**A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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. [R13000](#) Resolution approving the dedication of Outlot 1 in Block 7 of Westlawn West as well as minor revisions to various documents authorized by Resolution No. 12984 and authorizing the Secretary-Executive Director to execute such documents

**Sponsors:** THE CHAIR

**Attachments:** [Outlot 1 in Block 7 Map.pdf](#)  
[Exhibit A.docx](#)

A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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

7. [R13001](#) Resolution approving a standard form distribution easement underground for We Energies facilities in Westlawn Gardens and authorizing the Secretary-Executive Director to execute such easement

**Sponsors:** THE CHAIR

**Attachments:** [We Energies EXHIBITS A - B.pdf](#)

A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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

8. [R13002](#) Resolution approving the conveyance of land to Westlawn Renaissance III LLC

**Sponsors:** THE CHAIR

**Attachments:** [Map\\_WG Conveyance of Land Excerpt of Site plan showing buildings 2 2 and 2 3.pdf](#)

A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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

9. [R13003](#) Resolution approving an Operating Agreement of National Soldiers Home Residences I, LLC, between the Housing Authority of the City of Milwaukee and the Alexander Company, Inc. in connection with development, rehabilitation and long-term use of Building 2 of the Clement J. Zablocki Medical Center

**Sponsors:** THE CHAIR

**Attachments:** [Operating Agreement of National Soldiers Home Residences I LLC \(Final\).pdf](#)  
[Exhibit C to Operating Agreement of National Soldiers Home Residences I LLC - Cost Payments and Reimbursements.pdf](#)

A motion was made by James N. Witkowiak, seconded by Ricardo Diaz, 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

#### 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. [R13005](#) Resolution authorizing the disposition of vacant land at Highland Gardens for the development of single family homes that will be sold to market rate families contingent on any required HUD approval

**Sponsors:** THE CHAIR

*Chair Wagner requested that item B. 1, Resolution number 13005 be moved to the November HACM board meeting. Commissioner Van Alstine made the motion for R13005 be moved to the November HACM board meeting, Commissioner Witkowiak seconded the motion, and it carried.*

**This Housing Authority Resolution was HELD IN COMMISSION**

2. [R13004](#)

## Report from the Secretary-Executive Director

**Sponsors:** THE CHAIR

*Mr. Pérez asked Fernando Aniban, HACM Chief Financial Officer, and Jonathan Beck, Development Project Manager, Alexander Company, to provide an update of the work being done at the National Soldiers Home Residences I, LLC, which will repurpose six buildings to create 101 units to provide housing for veterans, who are homeless or at risk of homelessness, along with providing supportive services. Mr. Beck stated that the Alexander Company has secured a total of 40 million dollars in order to redevelop National Soldiers buildings. The initial start date for redevelopment is April 1, 2019. Willie Hines, Jr., HACM Associate Director stated that Armando Gutierrez, Executive Director, Friends of Housing, has also been a very instrumental part of the project as well.*

*Mr. Pérez informed the Board that HACM made its semi-annual presentation to the Zoning & Neighborhood Development Committee about the Westlawn Choice Neighborhood Initiative (CNI) project and Section 3 efforts. Mr. Pérez had Paul Williams, HACM Choice Neighborhood Initiative Coordinator, report that the Westlawn Choice Neighborhood area has been designated as one of nine Best Baby Zone (BBZ) in the nation, which entails technical assistance from experts from the University of California-Berkley to address healthy birth outcomes, in particular reducing the racial disparity in infant mortality. Mr. Williams stated that HACM also received a Social Innovation Grant in the amount of \$45,000.00 from United Health Care to launch community engagement efforts for Best Baby Zone. Mr. Williams also mentioned HACM participated in "On the Table Milwaukee" event on October 9th, where the Choice Neighborhood Initiative invited community members to Havenwoods State Forest for a discussion about racial disparities in infant mortality and strategies to improve birth outcomes.*

*Ken Barbeau, HACM Director of Community Programs, explained that HACM connects residents to resources that help expectant mothers with baby essentials, such as, pre- and post-natal care. In addition, HACM also hosts baby showers to connect expectant mothers to support services for self-sufficiency. Answering a question from Commissioner Diaz, Mr. Barbeau further explained that HACM has been able to collect data on the children living at any given development with help from MPS and the case managers assigned to both the relocated families and those presently living in Westlawn Gardens.*

*Mr. Pérez mentioned that HACM put forth an application proposal for a Choice Neighborhood Initiative (CNI) Implementation grant, Harambee Creates, for Holton Terrace. This application's boundaries are from Holton Street to Interstate 43 and from East Capitol Drive to North Avenue.*

*Mr. Pérez asked Mr. Barbeau to comment on the challenges and strides in data sharing for education and healthcare (Health Insurance Portability & Accountability Act, i.e., HIPAA). Mr. Barbeau shared on his trip to the Council for Large Public Housing Authorities (CLPHA), Housing Is conference, where several of the workshop topics was data sharing with schools and with healthcare organizations. Mr. Barbeau stated that it took some time but due to the CNI grant for Westlawn, HACM was finally able establish a Data Sharing Agreement with Milwaukee Public Schools that will allow HACM to share information with other agencies in order for both parties to help individuals. Mr. Barbeau also informed the Board that he will be part of a conference panel, co-sponsored by CLPHA, about Housing Authorities that are working on*

*regional mobility plans, this is, being able to use a housing choice voucher within all municipalities within a region.*

*Mr. Pérez asked Mr. Barbeau to comment on the Westlawn Gardens (WLG) children and families that have been relocated from the area. Mr. Barbeau elaborated that one of the main concerns of parents was that the children would continue to attend their current school. To that end, Milwaukee Public School (MPS) has assisted HACM with funding for transportation at Westlawn Gardens and will continue to do so for the 2018 – 2019 year, including providing transportation, even if a Charter School previously did not offer transportation for their students.*

*Mr. Pérez asked Fernando Aniban, HACM Chief Financial Officer, to comment on an increase in Capital Funds. Mr. Aniban noted that HACM's increase of \$79,000 was redistributed from other Authorities who had not spent money in the timeline allotted.*

*Mr. Pérez asked Kaylin Nuss, Director of Strategic Initiative, to inform the Board of HACM's status as a Management Agent. Ms. Nuss explained that the Wisconsin Housing Economic Development Authority (WHEDA), requires a Management Agent to be listed in all Low Income Housing Tax Credit (LIHTC) applications as the organization that will perform the property management. In the past, it was HACM's understanding that the Management Agent had to have previous LIHTC development property management experience to be considered for the certification, so HACM had partnered with organizations that already had staff with that experience. However, it was noticed that WHEDA included a clause that "other affordable housing" may also be considered. HACM applied this year for the designation, and for the first time, has been certified as a Management Agent. This will allow HACM to list itself as the Management Agent in its LIHTC applications, and manage future LIHTC-funded developments for the first time.*

*Mr. Pérez shared that Congress released a notice on October 5, 2018 with changes in policy regarding the "Moving to Work" (MTW) program, which stated that the 2016 Consolidated Appropriations Act had authorized HUD to expand the MTW demonstration program by adding an additional 100 high-performing public housing agencies (PHAs) over a period of seven years. Mr. Pérez further stated that there are only three spots for agencies of HACM's size, and HACM is putting together a plan for to determine whether it is in HACM's best interest to pursue one of those spots.*

*Mr. Pérez informed the Board that Armando Gutierrez, Executive Director of Friends of Housing, will be retiring and a new Executive Director will be announced in the coming weeks. Mr. Pérez further informed the Board the upcoming urpose Built Conference. HACM has put together a team of influential leaders, including council members to attend this conference. Purpose Built's mission is to partner with local leaders and help create vibrant communities where everyone has the opportunity to thrive. Mr. Pérez also mentioned that the Silver Spring Neighborhood Center will be celebrating its 60th anniversary on October 24, 2018.*

*Mr. Pérez noted that Conyunn West, HACM Administrative Services Supervisor, Ms. West is the designated individual responsible for receiving and addressing any open records request concerns.*

*Chair Wagner thanked Mr. Pérez for his report and comments.*

## Adjournment

*There being no further business, Commissioner Van Alstine made a motion to adjourn the meeting at 2:55p.m. Commissioner Diaz 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>.