



# 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, Brooke VandeBerg, Gloria Lott, and Susan  
Lloyd**

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Thursday, December 10, 2020

1:30 PM

Conference Call-in: (571) 317-3116

Access Code: 483-662-357#

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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.

To view the meeting materials electronically, please go to:

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[ID=820871&GUID=233D889A-E4C3-4C6B-8E28-BA63B4C826FA&Options=info|&Search](https://milwaukee.legistar.com/MeetingDetail.aspx?ID=820871&GUID=233D889A-E4C3-4C6B-8E28-BA63B4C826FA&Options=info|&Search)

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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 Schmidtkecht at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212.

*Meeting called to order at 1:37 p.m.*

#### Call to Order

#### Roll Call

**Present:** 5 - Diaz, Wagner, Reed Daniels, VandeBerg, Lott

**Excused:** 1 - Lloyd

#### 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. [R13185](#) Approval of the minutes of the regular meeting held on November 11,

2020

**Sponsors:** THE CHAIR

**Attachments:** [HACM Minutes for 11-11-20.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

2. [R13186](#)

Motion to approve the proposed 2021 schedule for the Board of Commissioners of the Housing Authority of the City of Milwaukee

**Sponsors:** THE CHAIR

**Attachments:** [HACM Board Schedule 2021- Tentative](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

3. [R13187](#)

Resolution on behalf of Westlawn Renaissance IV LLC approving award of contract for Official Notice Number 58010, Multi-Family Apartment Buildings 3.2 and 3.3 for Westlawn Renaissance IV at Westlawn Gardens Phase 2, to J.P. Cullen & Sons Inc. (Milwaukee, WI) in the amount of \$11,425,467.00

**Sponsors:** THE CHAIR

**Attachments:** [JP Cullen and Sons Inc Bid Tab 58010 - FINAL 2020-12-04 REVISED.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

4. [R13188](#)

Resolution on behalf of Westlawn Renaissance IV LLC rescinding award of contract to Travaux Inc. to be Construction Manager at Risk (as Contractor) [i.e. as Constructor] for Westlawn Renaissance IV in an amount not to exceed \$13,950,000.00, and approving award of

contract to Travaux Inc. to be Construction Manager as Advisor for Westlawn Renaissance IV in an amount not to exceed \$467,018.00

**Sponsors:** THE CHAIR

**Attachments:** [Travaux CMA for WRIV Contract-Exhibits DRAFT 2020-12-04](#)  
[WR IV- CONST BUDGET SUMMARY - Uses and Sources12-1-20.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

**5. [R13189](#)**

Resolution approving the write-off of delinquent former resident accounts for Northlawn, Southlawn and Berryland in the amount of \$23,152.89

This resolution will authorize the write-off of delinquent former resident accounts for the period July 1, 2019 to September 30, 2019. 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 Analysis Report Qtr 3-NL-BL-SL- 07-2019 to 09-2019.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

**6. [R13190](#)**

Resolution approving the write-off of delinquent former resident accounts for various public housing developments in the amount of \$38,148.68

This resolution will authorize the write-off of delinquent former resident accounts for the period July 1, 2019 to September 30, 2019. 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 Analysis Report Qtr 3rd-Various Hsg Dev-07-2019 to 09-2019.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

7. [R13191](#)

Resolution approving the write-off of delinquent former resident accounts for Northlawn, Southlawn and Berryland in the amount of \$19,095.66

This resolution will authorize the write-off of delinquent former resident accounts for the period October 1, 2019 to December 31, 2019. 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 Analysis Report Qtr 4-NL-SL-BL-10-2019 to 12-2019.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

8. [R13192](#)

Resolution approving the write-off of delinquent former resident accounts for various public housing developments in the amount of \$65,716.09

This resolution will authorize the write-off of delinquent former resident accounts for the period October 1, 2019 to December 31, 2019. 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 Analysis Report Qtr 4th-Various Hsg Dev-10-2019 to 12-2019.pdf](#)

A motion was made by Ricardo Diaz, seconded by Brooke VandeBerg, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the

**following vote:**

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

**9. [R13193](#)**

Resolution approving the write-off of delinquent former resident accounts for Northlawn, Southlawn and Berryland in the amount of \$4,229.01

This resolution will authorize the write-off of delinquent former resident accounts for the period January 1, 2020 to March 31, 2020. 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 Analysis Report Qtr 1st-NL-BL-SL- 01-2020 to 03-2020.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

**10. [R13194](#)**

Resolution approving the write-off of delinquent former resident accounts for various public housing developments in the amount of \$70,448.94

This resolution will authorize the write-off of delinquent former resident accounts for the period January 1, 2020 to March 31, 2020. 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 Analysis Report Qtr 1st-Various Hsg Dev- 01-2020 to 03-2020.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

Excused: 1 - Lloyd

11. [R13195](#) Resolution approving the write-off of delinquent former resident accounts for Northlawn, Southlawn and Berryland in the amount of \$3,355.67

This resolution will authorize the write-off of delinquent former resident accounts for the period April 1, 2020 to June 30, 2020. 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 Analysis Report Qtr 2-NL-SL-BL 04-2020 TO 06-2020.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

Excused: 1 - Lloyd

12. [R13196](#) Resolution approving the write-off of delinquent former resident accounts for various public housing developments in the amount of \$15,341.88

This resolution will authorize the write-off of delinquent former resident accounts for the period April 1, 2020 to June 30, 2020. 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 Analysis Report Qtr 2nd-Various Hsg Dev 04-2020 to 06-2020.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

Excused: 1 - Lloyd

13. [R13200](#) Resolution approving Travaux, Inc. revisions to amended and restated bylaws of Travaux, Inc.

**Sponsors:** THE CHAIR

**Attachments:** [Amended and Restated Bylaws of Travaux Inc - 10 26 2020 - v 2 - 29160475 4.pdf](#)  
[Change-Pro Redline - Amended and Restated Bylaws of Travaux Inc - 10 26 2020 - v 2-29160475-v3 and Amended and Restated Bylaws of Travaux Inc - 10 26.pdf](#)

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

## B. REPORTS AND DISCUSSION ITEMS

1. [R13197](#) Presentation of the Third Quarter Financial Reports for the period ending September 30, 2020

**Sponsors:** THE CHAIR

**Attachments:** [Discussion Points 3rd Qtr Financial Reports 9-30-20.pdf](#)  
[Third Quarter Financial Report Sept 30-2020.pdf](#)

*Rick Koffarnus, HACM's Finance Director, and Pam Watson, HACM's Senior Finance Analyst, presented the financial reports for the Third Quarter of 2020, summarizing the documents included with the agenda.*

*Mr. Koffarnus noted that the Discussion Points document now includes green, yellow & red bullet points, to indicate the current amount in relation to the projected budget. Commissioner Diaz said he appreciated the addition. Chair Wagner noted he was glad to see no red on the document.*

2. [R13198](#) Resolution approving HACM's 2021 Fiscal Operating Budgets that include the Section 8 Housing Choice Voucher Program, Berryland, Northlawn and Southlawn (unsubsidized affordable housing) developments, Public Housing Program and Central Office Cost Center and Tax Credit LLC

The Secretary-Executive Director is required to submit an annual operating budget for approval by the Board

**Sponsors:** THE CHAIR

**Attachments:**     [2021 Budget Summaries 11 15 20.pdf](#)  
                              [2021 Section 8 Rent Assistance Operating Budget BM.pdf](#)  
                              [2021 BNS Operating Budget BM.pdf](#)  
                              [2021 Operating Budget-Low RentPublic Housing Site Budgets \(2 BM\).pdf](#)  
                              [2021 COCC Operating Budget BM.pdf](#)  
                              [2021 Consolidated Tax Credit LLC Budget.xlsx 11 15 20.pdf](#)

*Fernando Aniban, HACM's Chief Financial Officer, discussed the attachments and spoke about highlights and challenges of the 2021 budgets. There was discussion about long-term vacant units, challenges facing their turnaround, actions taken to address them this year, anticipated actions for next year, what pandemic solutions may have a place going forward and future areas of focus.*

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

**Aye:** 5 - Diaz, Reed Daniels, Wagner, VandeBerg, and Lott

**No:** 0

**Excused:** 1 - Lloyd

**3.     [R13199](#)**

**Report from the Secretary-Executive Director**

**Sponsors:**     THE CHAIR

**Attachments:**     [HUD Ltr re Implementation of Sec 3 Changes 12-01-20.pdf](#)  
                              [CLPHA Ltr - CLPHA Concerned HUD's Section 3 Final Rule Burdens PHAs 09-29-20.pdf](#)

*Mr. Pérez asked Willie Hines, Jr., HACM's Associate Director, to provide an update on the Soldiers Home. HACM's Section 8 office has begun working with the Soldiers Home partners to develop an occupancy process which will cast a wide net to ensure veterans who would be eligible connect with the program.*

*Mr. Pérez invited Bobbi Marsells, HACM's Assistant Secretary, to share the newest information on the Choice Neighborhood Implementation grant application for the near west side. The application is due December 16th.*

*Mr. Pérez mentioned that HUD's newest Section 3 Final Rule, which was attached, became effective November 30, 2020 and noted that the initial announcement was made by HUD Secretary Ben Carson during a visit to Westlawn.*

*Mr. Pérez asked Ken Barbeau, HACM's Director of Community Programs and Services, for a summary of some upcoming holiday events for housing authority residents. Michael Best and Friedrich and KPMG employees are both doing wishing trees and will provide gifts to over 300 HACM families that may not have any other gifts this year. Santa for a Day is a foundation which encourages children to write letters to Santa Claus, which are then filled by donations from various organizations. This year, 326 children wrote letters, which will be fulfilled by the organization. Both Mr. Barbeau and Chair Wagner, who was at last year's Santa for a Day event, mentioned the impact the gifts have on all members of the families. Mr. Pérez thanked all the partners and*



*individuals at the organizations for their generosity.*

*Commissioner Diaz suggested that it would be an appropriate time to revisit HACM's scholarship and home buying programs initially created through the HOPE VI grants, and see if HUD might be amenable to expanding how these monies could be used. Mr. Pérez agreed and noted recent communication with ACTS Housing that may be applicable.*

*Chair Wagner introduced three members of the Milwaukee office of the U.S. Department of Housing and Urban Development, who interact with HACM. They introduced themselves and said they like hearing about HACM's activities.*

## **Adjournment**

*There being no further business, Commissioner Diaz made a motion to adjourn the meeting at 3:17 p.m. Commissioner Daniels 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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