



# City of Milwaukee

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

## Meeting Minutes

### HOUSING AUTHORITY

**MARK WAGNER, CHAIR**

**Sherri L. Daniels, Vice Chair**

**Darian Luckett, Brooke VandeBerg, and Irma Yepez Klassen**

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Wednesday, April 12, 2023

1:30 PM

City Hall, Room 301-A

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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 1:30 p.m.*

#### Roll Call

**Present:** 4 - Wagner, Reed Daniels, VandeBerg, Yepez Klassen

**Excused:** 1 - Luckett

#### 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. [R13380](#) Approval of the minutes of the regular meeting held on February 8, 2023

**Sponsors:** THE CHAIR

**Attachments:** [HACM Minutes for February 8, 2023](#)

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Luckett

2. [R13384](#) Approval of the minutes of the regular meeting held on March 13, 2023

**Sponsors:** THE CHAIR

**Attachments:** [HACM Minutes for March 13, 2023](#)

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Lockett

## B. REPORTS AND DISCUSSION ITEMS

1. [R13385](#) Public Hearing for Proposed Amendments to HACM's 2023 Agency Plan regarding General Occupancy Public Housing

**Sponsors:** THE CHAIR

**Attachments:** [2023 Agency Plan Amended - Redline](#)  
[2023 Agency Plan Amended - All Changes Accepted](#)  
[2023 ACOP Chapter 04 Applications - Redline](#)  
[2023 ACOP Chapter 04 Applications - All Changes Accepted](#)  
[2023 ACOP Chapter 10 Pets - Redline](#)  
[2023 ACOP Chapter 10 Pets - All Changes Accepted](#)

*Ken Barbeau, HACM's Chief Operating Officer - Program Services, and Patricia Dee, HACM's Administrative Services Supervisor, gave a brief summary for the purpose of the public hearing and the proposed amendments provided with the agenda.*

*Commissioner Yepez-Klassen made a motion to open the public hearing for Proposed Amendments to Housing Authority of the City Milwaukee's (HACM's) 2023 Agency Plan regarding General Occupancy Public Housing for the purpose of receiving comments as required by the U.S. Department of Housing and Urban Development. Vice Chair Daniels seconded the motion, and it carried*

*There being no comments or questions made during the public hearing comment period, Vice Chair Daniels moved to close the public hearing on the Proposed Amendments to HACM's 2023 Agency Plan regarding General Occupancy Public Housing for the purpose of receiving comments as required by the U.S. Department of Housing and Urban Development. Commissioner VandeBerg seconded the motion, and it carried.*

2. [R13386](#) Resolution Approving the Submission of a Proposed Significant Amendment to the 2023 Housing Authority of the City of Milwaukee Agency Plan regarding General Occupancy Public Housing

**Sponsors:** THE CHAIR

**Attachments:**     [2023 Agency Plan Amended - Redline](#)  
[2023 Agency Plan Amended - All Changes Accepted](#)  
[2023 ACOP Chapter 04 Applications - Redline](#)  
[2023 ACOP Chapter 04 Applications - All Changes Accepted](#)  
[2023 ACOP Chapter 10 Pets - Redline](#)  
[2023 ACOP Chapter 10 Pets - All Changes Accepted](#)

*Mr. Barbeau summarized the proposed amendments in Chapter 4 and Chapter 10 of the 2023 Agency Plan, included on the agenda. He also mentioned that HACM is working on a new revised Designated Housing Plan that will come before the Board in the future, then be submitted to HUD. A Commissioner asked who will work on the collection of data for the Designated Housing Plan. Mr. Barbeau stated himself, Patricia Dee and possibly Samantha Kearney, HACM's Community Data Analyst, will be working on the plan.*

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Luckett

**3.     [R13387](#)**

Resolution approving a professional services contract to the Wisconsin Women's Business Initiative Corporation (WWBIC) to provide financial literacy training and Individual Development Account (IDA) case management services to public housing residents and rent assistance recipients in an amount not to exceed \$420,000

**Sponsors:**     THE CHAIR

**Attachments:**     [2023 WWBIC Proposal - Financial Literacy Training](#)

*Ken Barbeau, HACM's Chief Operating Officer - Program Services, introduced Thalia Mendez, Regional Project Director and Shelina Harvey, Senior Financial Coach, of the Wisconsin Women's Business Initiative Corporation (WWBIC), who highlighted the activities and success stories from the Make Your Money Talk financial literacy program and the related Individual Development Accounts, provided with the agenda. Commissioners discussed the increased interest in the programs and congratulated WWBIC on their success and commitment. Mr. Hines thanked the organization for the programs they provide to HACM residents.*

**A motion was made by Sherri Reed Daniels, seconded by Irma C. Yepez Klassen, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Luckett

4. [R13388](#) Resolution approving a Second Amended and Restated Intergovernmental Cooperation Agreement between the Redevelopment Authority of the City of Milwaukee and the Housing Authority of the City of Milwaukee (Expanded HACM/RACM Activities) to permit the Housing Authority to engage in commercial, retail and other activity and to permit the Redevelopment Authority to take and hold title to Housing Authority Developments

**Sponsors:** THE CHAIR

**Attachments:** [HACM/RACM Intergovernmental Coop Agreement - Redline](#)  
[HACM/RACM Intergovernmental Coop Agreement - All Changes Accepted](#)

*Fernando Aniban, HACM's Assistant Secretary, explained the agreement between HACM and RACM is necessary as the U.S. Department of Housing and Urban Development (HUD) recently informed HACM that public housing authorities who manage vouchers cannot deploy its vouchers to properties it owns. Mr. Aniban stated that attorneys and auditors for both organizations reviewed the documents. Commissioners discussed the legalities of the amendment and if another alternative plan was discussed. Mr. Aniban stated that HACM approached the County with a proposal which is still being explored. Commissioner VandeBerg requested a report back to the Board with the final agreement documents.*

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Luckett

5. [R13389](#) Resolution approving a Sale, Lease and Reconveyance Agreement for the Housing Authority of the City of Milwaukee Mortgage Properties 2015 Series A&B Bonds

**Sponsors:** THE CHAIR

**Attachments:** [Counsel Opinion-Sale Lease Reconveyance Agreement](#)  
[Trust Indenture-Sale Lease Reconveyance Agreement](#)  
[Mortgage and Security Agreement-Sale Lease Reconveyance Agreement](#)  
[Sale Leases and Reconveyance Agreement HACM 2015 Series AB Bonds-Redline updated 4-6-23](#)  
[Sale Lease and Reconveyance Agreement HACM 2015 Series AB Bonds updated 4-6-23 Changes Accepted](#)

*Fernando Aniban, HACM's Assistant Secretary, stated current resolution is a necessary component to Agreement in B.4.*

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Lockett

6. [R13390](#)

Resolution approving the Intergovernmental Cooperation Agreement between the Housing Authority of the City of Milwaukee and the City of Milwaukee regarding data sharing of information related to elevated blood lead levels

**Sponsors:** THE CHAIR

**Attachments:** [HACM / MHD Intergovernmental Coop Agreement - Redline](#)  
[HACM / MHD Intergovernmental Coop Agreement-All Changes Accepted](#)

*Ken Barbeau, HACM's Chief Operating Officer - Program Services, talked about the agreement between the Housing Authority of the City of Milwaukee (HACM) and the Milwaukee Health Department. This agreement will allow both parties to share data without violating HIPAA laws and described how HACM will respond to elevated blood levels in residents. This is especially challenging with the Housing Choice Voucher (HCV) program because those properties are privately owned and not controlled by HACM. Commissioners asked about the number of residents reported with elevated lead levels with the HCV program, to which the response was less than ten reported per year.*

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Lockett

7. [R13381](#)

Resolution approving amendments to the Housing Authority of the City of Milwaukee Bylaws

**Sponsors:** THE CHAIR

**Attachments:** [Bylaws 2023 Changes - Redline](#)  
[Bylaws 2023 Changes - All Changes Accepted](#)

*Patricia Dee, HACM's Administrative Services Supervisor, summarized the changes to the Bylaws as delineated in the attachments. Julie Wilson, Assistant City Attorney, pointed out that newly added language in Article 1, Section 1, taken from state statutes, will clarify that the use of "authority" throughout refers to HACM's Board of Commissioners. Commissioners discussed the challenges of the recruitment of new Commissioners created by the earlier Bylaw language coupled with federal and state statutes.*

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Lockett

8. [R13382](#) Resolution approving the delegation of authority from the Board of Commissioners of the Housing Authority of the City of Milwaukee to the Secretary-Executive Director in regard to employment of personnel

**Sponsors:** THE CHAIR

*Patricia Dee, HACM's Administrative Services Supervisor, stated the purpose of the resolution is to align the Bylaws with current practices. Ms. Dee explained that counsel felt a resolution was an appropriate method to document this affirmation.*

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

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Lockett

9. [R13391](#) Resolution approving a modification to Housing Authority of the City of Milwaukee's Employee Handbook

**Sponsors:** THE CHAIR

**Attachments:** [HACM Employee Handbook Excerpts Showing Modifications](#)

*Crystal Reed-Hardy, HACM's Chief Human Resource Officer, stated that the changes in the Employee Handbook are to update the succession plan and to align the document with current practices and state statutes.*

**A motion was made by Sherri Reed Daniels, seconded by Irma C. Yepez Klassen, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 4 - Wagner, Reed Daniels, VandeBerg, and Yepez Klassen

**No:** 0

**Excused:** 1 - Lockett

10. [R13392](#) Report from the Secretary-Executive Director

**Sponsors:** THE CHAIR

**Attachments:**     [Recovery Plan Monthly Update March 2023](#)  
[Low Income Public Housing Occupancy Report March 2023](#)  
[Affordable Housing Occupancy Report March 2023](#)  
[Market Rate Occupancy Report March 2023](#)  
[HACM Property Management Division REAC Scores 04-06-23 - Final](#)  
[HACM Elevators Update](#)  
[HACM RAP Board Presentation](#)  
[HACM Supportive Services Board Report](#)  
[HACM Media Summary](#)  
[HACM Staff Training and Development](#)  
[Campaign for Grade Level Reading 2023 Honor Roll Award](#)  
[Milwaukee Business Journal Real Estate Award Winner-Westlawn 3-23-23](#)

*Greg Anderson, Travaux's Vice President of Asset Management, summarized the Recovery Plan Monthly Update included with the agenda. Mr. Anderson also gave a brief summary of this year's Real Estate Assessment Center (REAC) scores completed to date, alongside those development's last scores. Commissioner Daniels requested a report of the overall scores from past years and add it to the next Board meeting report.*

*Warren Jones, Travaux's vice President of Construction, informed the Board about the delay in repairing the elevators at two HACM properties. These delays were due to a lack of availability of parts for very old elevators, which also makes them more at risk to breakdown. The elevators are now working properly, however more maintenance is needed. Mr. Jones stated that he has also been in contact with a consultant to assess which elevators will be prioritized for modernization. Commissioner Daniels suggested more communication between managers, residents and maintenance staff when these situations arise.*

*Jackie Martinez, HACM's Section 8 Program Director, presented a status report on the goals, metrics, and waitlist volumes for the Housing Choice, Project Based and Veteran's (VASH) Voucher program.*

*Amy Hall, HACM's Communication Coordinator, shared HACM's responses, provided with the agenda, to recent news coverage about HACM properties. Commissioners discussed the dollar amount of deferred maintenance costs and how this discrepancy is reported.*

*Mr. Hines noted that he just received and will be responding to the initial review of HACM's Section 8 Rent Assistance office from the U.S. Department of Housing and Urban Development's (HUD's) national Quality Assurance Division (QAD). It included four findings in the area of finances and eight findings in management.*

*Mr. Hines asked Paul Williams, Choice Neighborhood Initiative Coordinator, to inform the Board about recent recognitions for Westlawn. The Daily Reporter's Top Projects of 2022 Awards, being presented on May 18th, will honor Westlawn Renaissance IV's Beech and Chestnut buildings and Westlawn Renaissance VI's Townhomes. The Milwaukee Business Journal's 2023 Real Estate Awards, being presented on May 17th, will honor the same projects in a joint award. Mr. Hines added that HACM received the*

*2023 Honor Roll award for the Campaign for Grade-Level Reading in public housing.*

*Mr. Hines informed the Board that Alderwoman Coggs has resigned from the Board due to other political commitments that would not allow her to serve with HACM. Mr. Hines thanked Alderwoman Coggs for her service and concluded his report by thanking the Board for attending and participating in the meeting.*

*Chair Wagner also made closing remarks by thanking the Commissioners and staff. He then asked for a motion to adjourn.*

## **Adjournment**

*There being no further business, Commissioner VandeBerg made a motion to adjourn the meeting at 3:25 p. m. Vice Chair 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, Marquette Treadway 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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Be hereby notified that three (3) members of the Crucible, Inc. Board of Directors may be present at the meeting of the HACM Board of Commissioners, as some members serve on both boards. While a quorum of the Crucible, Inc. Board may be present at the HACM meeting, they will not exercise the responsibilities, authority, or duties vested in the Crucible, Inc. Board of Directors.