



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, Michael Van
Alstine, Brooke VandeBerg and Gloria Lott**

Wednesday, May 8, 2019

1:30 PM

City Hall, Room 301B, 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 1:43 p.m.

Roll Call

Present: 6 - Diaz, Van Alstine, Wagner, VandeBerg, Donald, Lott

Excused: 1 - 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.)

5. [R13054](#) Approval of the minutes of the regular meeting held on April 17th, 2019

Sponsors: THE CHAIR

Attachments: [April 17, 2019 HACM Minutes](#)

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

Aye: 6 - Van Alstine, Wagner, Diaz, VandeBerg, Donald, and Lott

No: 0

Excused: 1 - Reed Daniels

2. [R13055](#) Resolution approving an amendment to the 2019 Capital Fund Program Grant to the Annual Contributions Contract in the Amount of \$8,357,857.00
- Sponsors:** THE CHAIR
- Attachments:** [HUD Annual Statement for the 2018 5-Yr Plan's 2019 CFP Perf & Eval Revision #2](#)
- A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:
- Aye:** 6 - Van Alstine, Wagner, Diaz, VandeBerg, Donald, and Lott
- No:** 0
- Excused:** 1 - Reed Daniels
3. [R13056](#) Resolution approving the submission of a request to the U.S. Department of Housing and Urban Development to extend the Designated Housing Plan for two years
- Sponsors:** THE CHAIR
- Attachments:** [Ltr to HUD re: Designated Hsg Plan 2019 Extension Request + Devel Table Breakdown 05-01-19](#)
- A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:
- Aye:** 6 - Van Alstine, Wagner, Diaz, VandeBerg, Donald, and Lott
- No:** 0
- Excused:** 1 - Reed Daniels

B. REPORTS AND DISCUSSION ITEMS

1. [R13061](#) Resolution approving an award of contract to Travaux Incorporated (Milwaukee, WI) to be the general contractor for Holton Terrace LLC in an amount not to exceed \$4.8 million (Scott/Gartner/Kaylin/Fernando)

This is an update of Resolution #12981, approved August 8, 2018, which was an award of contract to Travaux Incorporated (Milwaukee, WI) to be the developer and general contractor for Holton Terrace LLC in an amount not to exceed \$4.5 million. The substitution will permit for the new Guaranteed Maximum Price (GMP) not-to-exceed \$4.8 million and authorize the General Contractor Agreement.

Sponsors: THE CHAIR

Kaylin Nuss, HACM Director of Strategic Initiatives explained that there was an increase in funding from the equity pricing and the RAD rents since the initial budgeting, allowing for more renovation work to be performed.

A motion was made by Ricardo Diaz, seconded by Michael T. Van Alstine, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

Aye: 6 - Van Alstine, Wagner, Diaz, VandeBerg, Donald, and Lott

No: 0

Excused: 1 - Reed Daniels

2. [R13057](#) Presentation of the First Quarter Financial Reports for the period ending March 31, 2019

Sponsors: THE CHAIR

Attachments: [Financial Reports 19Q1 03-31-19 - Discussion Points 04-26-19](#)
[Financial Reports 19Q1 03-31-19](#)

Rick Koffarnus, HACM's Finance Director, and Pam Watson, HACM's Senior Finance Analyst, presented the financial reports for the First Quarter of 2019, summarizing the documents included with the agenda.

Staff answered questions from the Commissioners about current vacancy rates and the efforts to decrease them, and added that there will be a report on those efforts and results to date during the June Board Meeting. Commissioners suggested some data they would like to see included in the report.

Mr. Koffarnus also provided a brief update on the progress of the 2018 audit, which is proceeding well. It is currently expected that the draft will be ready for the August Board Meeting.

3. [R13058](#) Soldiers Home Placeholder

Sponsors: THE CHAIR

Attachments: [National Soldiers layout graph.pdf](#)
[R_13003-Operating Agreement National Soldiers Home Residences I LLC w- The Alexander Company - from Legistar.pdf](#)
[R_13058-Soldiers Home Operating Agreement Resolution_4823-3829-6984 v 1.pdf](#)

Willie Hines, Jr., HACM Associate Director, explained that the Board had already passed the Memorandum of Understanding, but some partners in the Soldier's Home rehabilitation are now interested in adding some verbiage. HACM is awaiting the documents from the partners. It was thought the documents might be ready today, but they are not. It is expected that they will be ready for the June Board Meeting.

A motion was made by Ricardo Diaz, seconded by M. Joseph Donald, that this Housing Authority Resolution be HELD IN COMMISSION. This motion PREVAILED by the following vote:

Aye: 6 - Van Alstine, Wagner, Diaz, VandeBerg, Donald, and Lott

No: 0

Excused: 1 - Reed Daniels

4. [R13059](#) Update on the Best Babies Zone at Westlawn

Sponsors: THE CHAIR

Attachments: [Best Babies Zone Westlawn Update May 2019](#)

Paul Williams, HACM's Choice Neighborhood Coordinator, explained the goals of the initiative, as one of nine neighborhoods in the country which received this grant. Mr. Williams introduced some of the Planning Team who each spoke on the materials provided to the Board and provided insight into their work. They were: Delicia Morris, HACM CNI Case Manager and Vice President of the Westlawn Resident Council, Marcia Blackman, Health Project Manager, United Way of Greater Milwaukee & Waukesha County, Shanice Baquet, African-American Breastfeeding Network, Jada Woodley, UWM Masters in Sustainable Peacebuilding Fellow and Katie Klein, UWM Masters in Sustainable Peacebuilding Fellow. The Commissioners made suggestions on other resources the Team may want to look into and incorporate.

5. [R13060](#) Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [Update on Westlawn & Section 3](#)
[UCC Early Learning Center Flyer](#)
[WWBIC Make Your Money Talk Q1 2019 Dashboard + Invite 04-30-19](#)

Mr. Pérez asked Gabe DeVougas, HACM's Section 3 and EBE Coordinator, to speak about recent activities. Mr. DeVougas explained that HACM recently finished its 4-year Voluntary Compliance Agreement with HUD and the HUD Region V office recently asked HACM and the Chicago Housing Authority to provide guidance to another Housing Authority in the region, and that HACM has been contacted by housing authorities across the county asking about the success of HACM's Section 3 and EBE efforts. Mr. DeVougas also discussed the Update document provided.

Mr. Pérez asked Willie Hines, HACM Associate Director, Jeanne Dawson, HACM Senior Program Specialist, and Dario Romero, HACM Senior Real Estate Analyst to provide an update on HACM's Quality Assurance Special Project (QASP) section, which includes the Homeownership program. They spoke to the handout provided, including the various component programs that fall under Homeownership, some of which include sales that are brought to the board, and some that don't. They explained that the Section 32 program has been curtailed because of the emphasis on the Neighborhood Stabilization Program (NSP), and the use of potential Section 32 properties for relocation of Westlawn residents during that redevelopment. In addition, as the cost to turn around a Scattered Site home may be equivalent to the cost of up to 10 smaller high-rise units, there has been less focus on prepping these units during the recent occupancy efforts. Looking forward, part of the RAD conversion includes the Section 18 disposition program. Staff have begun initial explorations of what units might be best positioned to be disposed of by sale. Meanwhile, other initiatives continue.

Mr. Pérez shared that the U.S. Department of Housing and Urban Development (HUD) has a Job Shadowing Program for staff for their personal, professional growth. HUD has asked HACM if two staff people could participate at HACM. They are from Georgia and North Carolina and will be learning more about Asset Management, Capital Fund, Finance, RAD and Compliance over the course of five days. Thank you to Mr. Hines for helping coordinate this effort. It will be a good opportunity to learn from HUD staff, and and to share our ideas and the good we are doing with folks around the country.

Mr. Pérez wanted to note that the High Rise Board of Directors of their own volition have created their own Unsung Heroes event, which will acknowledge the good works of their fellow residents. The event takes place this Friday.

Mr. Pérez thanked Commissioner Diaz for a recent tour of their Early Learning Center near Becher Court, a new addition to their educational efforts. HACM is now thinking about how the presence of our units near the center can be leveraged to create positive change.

Mr. Pérez provided the most recent Make Your Money Talk dashboard from the Wisconsin Women's Business Initiative Corporation and noted that the next graduation is coming up May 23rd. So far in 2019, there have been two cohorts with 64 graduates with 36 of those participating in the Individual Development Accounts. Those 36 have

saved almost \$58,000; with the matching funds this equals \$282,000. To date, this year, from the totality of the participants, two have bought homes, one has started a business, 30 paid down debt, two pursued post-secondary education, and five purchased a vehicle. This program makes objective improvements in the lives of the participants.

Chair Wagner was pleased with the article in the April 28th Milwaukee Journal-Sentinel regarding Convent Hill West. He has received congratulations on the coverage and the ideas presented.

Mr. Pérez thanked Commissioner Lott for sitting down for a one-on-one regarding the Rental Assistance Demonstration program. He appreciates her taking time to develop a greater understanding of this important program.

Chair Wagner recognized Commissioner Diaz and everyone at the United Community Center for their recent Anniversary Celebration. He was touched by the notes written by the students at each place setting, which let the attendees know how much the students appreciated their participation.

Adjournment

There being no further business, Commissioner Donald made a motion to adjourn the meeting at 3:29 p.m. Commissioner Lott 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>.