



City of Milwaukee

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

Meeting Minutes

HOUSING AUTHORITY

MARK WAGNER, CHAIR

Sherri L. Daniels, Vice Chair

**Ald. Milele Coggs, Darian Luckett, Brooke VandeBerg, and
Irma Yepez Klassen**

Thursday, September 15, 2022

1:30 PM

City Hall, Room 301-B, 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.

HACM will be following the City of Milwaukee's face covering protocol for City Hall for any Board meetings taking place there. Currently, members of the public may wear a face covering at their own discretion. Members of the public who are unvaccinated are encouraged to wear a face covering while inside City of Milwaukee facilities. Members of the public who are immunocompromised are strongly encouraged to wear a face covering. Members of the public with symptoms, a positive COVID-19 test, or direct exposure to someone with COVID-19 should follow Center for Disease Control and Prevention (CDC) guidelines and continue to wear a face covering. For more information, please see <https://city.milwaukee.gov/coronavirus> or call the MHD COVID Hotline at 414-286-6800 for more information.

To view the meeting materials electronically, please go to:

[https://milwaukee.legistar.com/MeetingDetail.aspx?](https://milwaukee.legistar.com/MeetingDetail.aspx?ID=997443&GUID=22AD12BC-E366-49BB-A64E-16022BDA62B6&Options=info|&Search=housing+authority)

[ID=997443&GUID=22AD12BC-E366-49BB-A64E-16022BDA62B6&Options=info|&Search=housing+authority](https://milwaukee.legistar.com/MeetingDetail.aspx?ID=997443&GUID=22AD12BC-E366-49BB-A64E-16022BDA62B6&Options=info|&Search=housing+authority)

Call to Order

Meeting called to order at 1:35 p.m.

Roll Call

Present: 4 - Wagner, Reed Daniels, VandeBerg, Luckett

Excused: 2 - Coggs, Yepez Klassen

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. [R13341](#) Approval of the minutes of the regular meeting held on August 10, 2022

Sponsors: THE CHAIR

Attachments: [HACM August 2022 Minutes](#)

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 Luckett

No: 0

Excused: 2 - Coggs, and Yepez Klassen

2. [R13342](#) Resolution approving an award of contract to Pro Electric Incorporated (Franksville, WI) for Public Construction Phase 4 Street Lighting at Westlawn Gardens Phase 2 in the amount of \$330,974.36 (Official Notice 58102)

Sponsors: THE CHAIR

Attachments: [IFB Bid Tab 58102 Pro Electric Street Lighting Phase 2](#)

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

Aye: 4 - Wagner, Reed Daniels, VandeBerg, and Luckett

No: 0

Excused: 2 - Coggs, and Yepez Klassen

3. [R13343](#) Resolution approving a change order to purchase order B122182 with A&A Plumbing of Milwaukee, LLC (Milwaukee, WI) for the annual plumbing maintenance and emergency after-hour services at various HACM housing developments

The original contract amount for \$250,000.00 was based on the not-to-exceed estimated award amounts from the past two years and did not require Board approval. A shortage of staff has led to more calls for annual plumbing maintenance and after-hour service calls resulting in a cumulative change order amount of \$250,000, making the new purchase order amount not-to-exceed \$500,000. This now exceeds the \$250,000.00 threshold requiring Board approval.

Sponsors: THE CHAIR

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

Aye: 4 - Wagner, Reed Daniels, VandeBerg, and Lockett

No: 0

Excused: 2 - Coggs, and Yepez Klassen

Commissioner VandeBerg requested item A.4, R13344, be moved out of Consent Agenda and into Reports and Discussion Items.

B. REPORTS AND DISCUSSION ITEMS

[R13344](#)

Resolution authorizing the execution of a First Amendment to that certain purchase and sale agreement (6001 West Silver Spring Drive) by and between the Housing Authority of the City of Milwaukee and 3300, LLC providing for the sale of the commercial parcel located at 6001 West Silver Spring Drive.

Sponsors: THE CHAIR

Attachments: [Michael Best Memo re Amendment to Silver Spring Purchase Agreement](#)
[First Amendment to Purchase and Sale Agreement](#)
[Restrictive Covenant- 6001 W Silver Spring Dr.](#)
[Letter of Intent Purchase & Sale of 6001 W Silver Spring Dr from Founders 3](#)

Scott Simon, Travaux's Vice President of Business Development, distributed the Restrictive Covenant handout to the Board, which he summarized along with the other documents included on the agenda.

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

Aye: 4 - Wagner, Reed Daniels, VandeBerg, and Lockett

No: 0

Excused: 2 - Coggs, and Yepez Klassen

1. [R13345](#)

Public Hearing for the Housing Authority of the City of Milwaukee's 2023 Agency Plan, the Public Housing Resident Lease, the Public Housing Resident Handbook, the Grievance Procedures and the 2023-2027 5-year Capital Fund Plan for the purpose of receiving comments as required by the U.S. Department of Housing and Urban Development

Sponsors: THE CHAIR

Attachments: [Major changes to Annual Agency Plan](#)
[Major changes to ACOP and Administrative Plan](#)
[Major Changes to Lease & Handbook & Grievance Procedures](#)
[HACM 2023 Agency Plan and Small Attachments](#)
[HACM 2023 Admissions and Continued Occupancy Policy](#)
[HACM 2023 Housing Choice Voucher Administrative Plan](#)
[HACM Low Income Dwelling Lease](#)
[HACM Housing Resident Handbook](#)
[HACM Resident Grievance Procedures](#)
[HACM 2023-2027 5-Year Capital Fund Plan](#)

Commissioner VandeBerg made a motion to open the public hearing on the Housing Authority of the City of Milwaukee (HACM) 2023 Agency Plan, the Public Housing Resident Lease, the Public Housing Resident Handbook, the Grievance Procedures and the 2023-2027 5-year Capital Fund Plan 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.

Ken Barbeau, HACM's Chief Operating Officer of Program Services, distributed the Major Changes handouts to the Board that summarized the changes for the Agency Plan, the Admissions and Continued Occupancy Policy (ACOP), the Section 8 Administrative Plan, the Public Housing Lease, the Public Housing Resident Handbook (& Grievance Procedures) and the 5-Year Capital Fund Plan. Mr. Barbeau explained some of the changes to the documents included on the agenda, discussed the comments made during meetings with the Resident Advisory Board, and answered Commissioner questions. There were no questions or comments made during the public comment period.

There being no comments, Commissioner VandeBerg moved to close the public hearing on the Housing Authority of the City of Milwaukee (HACM) 2023 Agency Plan, the Public Housing Resident Lease, the Public Housing Resident Handbook, the Grievance Procedures and the 2023-2027 5-year Capital Fund Plan 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..

2. [R13346](#)

Resolution approving the acquisition of membership interests in Cherry Court Development LLC

The HACM, through its wholly owned LLC "Cherry Court LLC", managing member, is acquiring the investor member interest in the Cherry Court Project. This is a 120- unit multifamily building constructed and funded with Low Income Housing Tax Credit. The entity that owns this project is Cherry Court Development LLC. This project had already passed the 15-year compliance period. The investor is selling their interest in the project for \$1 and a disposition fee of \$4,000. All disposition fees will be paid by HACM. To preserve the Limited Liability status of Cherry Court Development LLC, Travaux will be acquiring .001% interest in the LLC. "Cherry Court LLC", its Managing member will acquire 99.99% of the

investor interest.

Sponsors: THE CHAIR

Attachments: [Assignment and Assumption of Membership Interests and Third Amendment to](#)

Fernando Aniban, HACM's Assistant Secretary, summarized the documents included on the agenda and answered Commissioner questions about the current membership interests and how those interests will be changing prior to closing.

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 Lockett

No: 0

Excused: 2 - Coggs, and Yepez Klassen

3. [R13347](#)

Resolution approving the Housing Authority of the City of Milwaukee to take all action necessary in connection with a 90-day loan extension with US Bank for Highland Park Community LLC

Sponsors: THE CHAIR

Fernando Aniban, HACM's Assistant Secretary, provided some background information regarding the loan extension for Highland Park Community LLC and answered Commissioner questions regarding the length of time requested for the extension.

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 Lockett

No: 0

Excused: 2 - Coggs, and Yepez Klassen

4. [R13348](#)

Report from the Secretary-Executive Director

Sponsors: THE CHAIR

Attachments: [Recovery Plan Monthly Update](#)
[RAP Board Presentation](#)
[Supportive Services Highlight](#)
[CLPHA Update - HUD to Collect Data from PHAs for CNA](#)

Willie L. Hines, Jr., HACM's Secretary-Executive Director, reported that the U.S. Department of Housing and Urban Development (HUD) is currently seeking input from Public Housing Authorities for a Capital Needs Assessment (CNA). He went on to explain that HUD will be conducting a survey to identify and update capital needs and then use the data collected to estimate the total current needs of public housing across the country. Mr. Hines further explained that HACM would be playing a role in

the survey.

Jamie VanderLoop-Taylor, HACM's Section 8 Assistant Program Director, presented a status report on goals, metrics, and the waitlists for the Housing Choice Voucher (HCV), the Project Based Voucher (PBV) and Veterans Affairs Supportive Housing (VASH) Voucher programs, per the attached document.

Ken Barbeau, HACM's Chief Operating Officer of Program Services, presented a Supportive Services Highlight, including a brief summary and metrics on the Choice Neighborhood Initiative, @Promise Resident Training Program, Make Your Money Talk, Family Self-Sufficiency Program, Jobs Plus Initiative, Education Initiative, YouthBuild, Service Coordination for Seniors and Disabled Adults, and Homeownership. Mr. Barbeau concluded with a story of a long-time resident who utilized the Make Your Money Talk Bootcamp Series and started saving money towards the purchase of her first home, which she bought in April of 2022.

Adjournment

There being no further business, Commissioner VandeBerg made a motion to adjourn the meeting at 2:57 p.m. Commissioner Luckett 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>.

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.