

Minutes

City of Waukesha Housing Authority Regular Meeting

Regular Meeting Monday June 10, 2019 9:00 a.m.	Administrative Offices 600 Arcadian Avenue Waukesha, WI 53186
Members Present: Absent: Others Present:	David Hickey, Ann Pascavis, Gina Sanchez Jeff Fowle, Alderperson seat empty Denise Stimart, Griselle Cruz
There being a quorum, the meeting was called to order by Chairman Hickey at 9:00 a.m.	
Public Comment:	None
Capital Fund Expenditure Update:	Denise Stimart stated that we will be contracting approximately 10 units at Saratoga Heights for continuation of the plumbing, bath and kitchen remodel. WHA will move the 10 people to any completed vacancies at Saratoga Heights rather than paying for the expense at a hotel, which would be approximately \$22,000. The anticipated start date is October, however that is subject to change.
Approve minutes of May 15, 2019	A motion was made by Commissioner Pascavis and seconded by Commissioner Sanchez, to approve the minutes of May 15, 2019 as presented. Motion carried unanimously.
Approve occupancy Reports:	Denise Stimart stated that there are currently 25 vacant units in public housing. 6 units are offline for rehab, 3 units are not started, 8 prep is complete, and 3 are in different stages of unit prep, 5 are rented for middle to the end of June. 7 of the vacant units at Saratoga will be left open to transfer those whose units will be remodeled this fall. It will be priority to start pushing harder to get commitments from perspective tenants to get these units filled as quickly as possible. Section 8 currently has 1,014 on program. There are 15 participants in various stages of moving to a new unit or going portable. We are scheduling briefings to get more people on the program. A motion was made by Commissioner Sanchez and seconded by Commissioner Pascavis, to approve the occupancy report as submitted. Motion carried unanimously.
Approve Financial Reports:	Denise Stimart stated Public Housing has a deficit, however much of this is attributable to insurance losses that have been made in the current FY. Expenses were paid this year, however much of the proceeds were income on last year’s statement. Commissioner Pascavis asked if this information could be added as a note to the financial recap report as a reference. Denise Stimart stated that she will get that added to the report. We also had higher expenses due to final snow removal bills, and costs associated with many unit turnovers, which also includes carpeting. Section 8 remains at a surplus in both administration and HAP. A motion was made by Commissioner Pascavis, and seconded by Commissioner Sanchez to approve the financial reports as submitted. Motion carried unanimously.
Discuss and Appoint Resident Board Member:	At the meeting of May 15, 2019 the Commissioners met with Griselle Cruz to discuss appointment to the WHA board of commissioners. After discussion, a motion was made by Commissioner Sanchez and seconded by Commissioner Pascavis to appoint Griselle Cruz to the WHA board of commissioners. Motion carried unanimously.
Approve completing Application for RAD:	Denise Stimart met with Milwaukee FO HUD staff to discuss options of repositioning public housing. The Commissioners were given a handout, which included what HUD forecasted to be our net annual position if we were to convert. This amount was an estimate, and did not include earned administrative fees. While there would be other annual expenses to the WHA for administering PBV or RAD vouchers, the WHA would at least have the opportunity to take a loan against the property for repairs if needed. The application has not yet been submitted, as there were some unanswered questions, and things that would need to be completed prior to the submission of the application. Denise Stimart asked that a motion be made, to move forward with the process, and approval would be given again at the time of application submittal. A motion was made by Commissioner Pascavis and seconded by Commissioner Sanchez, to move forward with the process. Motion carried unanimously.
Closed Session:	<p>A motion was made by Commissioner Pascavis and seconded by Commissioner Cruz to go into closed session pursuant to Section 1985(1)C Wisconsin Statutes to discuss personnel issues regarding program staffing and compensation.</p> <p>A motion was made by Commissioner Sanchez and seconded by Commissioner Cruz to reconvene the meeting in open session. Motion carried unanimously.</p> <p>Upon reconvening in open session, the following action was taken on items discussed in closed session: A motion was made by Commissioner Pascavis and Seconded by Commissioner Cruz to increase R. Jacob salary to \$48,000 annually due to change in job description. Motion carried unanimously.</p>
Agency Updates:	Denise Stimart stated that Baxter Street closing has been pushed until February 2020 due to issues out of the control of the potential buyer. Potential buyer has put up \$2,000 additional earnest money.
Future Meeting Date:	Next regular meeting is tentatively set for Wednesday, July 17, 2019 9:00 a.m.
Adjourn:	A motion was made by Commissioner Sanchez-Juarez and seconded by Commissioner Pascavis to adjourn the meeting at 10:00 a.m. Motion carried unanimously.
Respectfully Submitted,	
Denise Stimart Executive Director	