

**Minutes**  
**Beloit Community Development Authority**  
**100 State Street, Beloit WI 53511**  
**May 22, 2013**  
**4:30 P.M.**

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, May 22, 2013, in the Forum of Beloit City Hall, 100 State Street.

1. **Call to Order and Roll Call:**

Meeting was called to order by Commissioner Johnson at 4:30 p.m.

**Present:** Commissioners Adama, Evans, Jacobs, Johnson, Luebke and  
Van De Bogart

**Absent:** None

**Staff Present:** Julie Christensen, Cathy Pollard, Clinton Cole, Scott Schneider, and  
Ann Purifoy

2. **Citizen Participation:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on April 23 and the Special Meeting held on May 15, 2013.**

Motion was made by Commissioner Luebke and seconded by Commissioner Jacobs to approve the minutes of the Regular Meeting held on April 23 and the Special Meeting held on May 15, 2013.

4. **Housing Authority:**

a. **Presentation of April Activity Report**

Cathy Pollard, Beloit Housing Authority Director, gave a brief summary of the report.

Commissioner Evans asked for clarification on how vouchers work. Cathy explained the Housing Choice Voucher process along with our authority over the voucher.

b. **Presentation of April Financial Report**

Cathy Pollard gave a brief summary of the report.

c. **Discussion of the Beloit Housing Authority Budget**

Currently, our funding only supports 589 of our 598 vouchers. With our reserves at over \$400,000, we have decided to house all of our 598 vouchers.

Commissioner Van De Bogart asked how quickly we can adjust if our funding changes and what factors determine when to stop pulling names. Cathy stated that we lose three to four tenants per month through attrition (porting, death, evictions, violations, etc.). If needed, we would quickly reduce our voucher numbers by not pulling names to replace these tenants. We need to keep at least 1-1/2 months of reserves to operate our entire program. Therefore, if our reserves go below \$325,000 and nothing has changed, we will stop pulling names.

Cathy is also looking into other funding sources for Housing Authorities through social service agencies.

5. **Community Development:**
  - a. Review and Consideration of Resolution 2013-17, Authorizing the Sale of 510 West Grand Avenue  
Scott Schneider presented the staff report and recommendation.

Commissioner Van De Bogart moved and Commissioner Evans seconded a motion to approve Resolution 2013-17. Motion carried unanimously.

6. **Adjournment:**  
Motion by Commissioner Luebke and second by Commissioner Jacobs to adjourn at 4:46 p.m. Motion carried.