

Minutes
Beloit Community Development Authority
100 State Street, Beloit WI 53511
September 27, 2017
4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, September 27, 2017 in the Forum of Beloit City Hall, 100 State Street.

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

Meeting was called to order by Commissioner Baker at 4:32 p.m.

Present: Commissioners Baker, DeBrock, Evans and Kenitzer

Absent: Commissioner Ellison, Forbeck and Leavy

Staff Present: Julie Christensen, Cathy Pollard, Teri Downing, Clinton Cole and Ann Purifoy

2. **Citizen Participation:**

Jim Van De Bogart, 2091 Collingswood Drive, appealed to the Board to restore funds to Beloit Meals on Wheels in order to preserve a very valuable community program that serves 200 seniors each day. Karen Lisser, Executive Director of ECHO, stated that this is their first application for CDBG funds and the amount requested would provide direct rental assistance to 33 families in Beloit. Marc Perry, Community Programs Director with Community Action, indicated that part of the funds requested is to fund the youth program at the reopened Merrill Community Center which reached capacity by the third day due to the critical demand for services.

3. **Review and Consideration of the Minutes of the Regular Meeting held on August 23, 2017**

A motion was made by Commissioner Kenitzer and seconded by Commissioner Evans to approve the minutes of the Regular Meeting held on August 23, 2017. Motion carried unanimously.

4. **Housing Authority:**

a. **Presentation of July Activity Report**

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

We have been very busy with Federal REACT inspections. Three public housing vacancies will be filled by mid-October.

b. **Presentation of July Financial Report**

Cathy Pollard gave a brief summary of the report.

We currently have one month of operating reserves.

c. Review and Consideration of Resolution 2017-27, Approval of BHA 2018 Operating Budgets

Cathy Pollard presented the staff report and recommendation.

The budget presented is a preliminary budget based on a three percent increase of our actual revenues and expenses. We have some loss of revenue in our Phase 1 property due to an increase in the number of unemployed tenants.

Commissioner DeBrock moved and Commissioner Baker seconded a motion to approve Resolution 2017-27. Motion carried unanimously.

d. Review and Consideration of Resolution 2017-28, Approval of Contract Amendment with McIntyre Concrete for Sidewalk Repairs

Clinton Cole, Programs Manager, presented the staff report and recommendation.

Julie Christensen stated that future contracts will be approved with a contingency in order to manage unforeseen events.

Commissioner Kenitzer moved and Commissioner DeBrock seconded a motion to approve Resolution 2017-28. Motion carried unanimously.

5. **Community and Housing Services:**

a. Review and Consideration of Resolution 2017-23, Recommending Approval of the 2018 Community Development Block Grant Budget

Teri Downing, Community and Housing Services Director, presented the staff report and recommendation.

The President's proposed budget for 2018 is zero for CDBG funding. We don't expect this to happen so we have estimating \$500,000 funding. Teri gave details on three handouts that were distributed including CDBG requirements for funding, the 2018 CDBG Budget and a summary of the applications.

Commissioner Baker expressed questioned why Beloit Meal on Wheels did not receive funding for 2018. Teri explained that, based on funding priorities, this was not a program that was a high priority and did not meet priorities passed by the CDA Board. Julie indicated that she suggested that we focus on issues that were clearly identified in the Neighborhood Revitalization Strategy Area (NRSA); however, the CDA is the recommending authority and has the right to reallocate funds.

Following considerable discussion, the CDA Board reallocated the staff recommendation for funding Public Service Programs. Two public service agencies were not recommended for funding in the 2018 CDBG budget. It was recommended by the Board that Beloit Meals on Wheels be funded at \$8,000 and Latino Service Providers Coalition at \$5,000. The remaining balance will be divided proportionately among the remaining public service agencies based on the recommended funding amounts.

Commissioner Evans moved and Commissioner DeBrock seconded a motion to approve Resolution 2017-23. Motion carried unanimously.

b. Review and Consideration of Resolution 2017-24, Recommending Approval of the 2018 Annual Action Plan

Teri Downing, Community and Housing Services Director, presented the staff report and recommendation.

Commissioner Baker moved and Commissioner Evans seconded a motion to approve Resolution 2017-24. Motion carried unanimously.

c. Review and Consideration of Resolution 2017-25, Recommending Approval of The 2018 HOME Investment Partnerships Program (HOME) Budget

Julie Christensen, Community Development Director, presented the staff report and recommendation.

The Federal budget proposal is zero dollars but we are moving forward assuming that we will receive slightly less than we did in 2017.

Commissioner DeBrock moved and Commissioner Kenitzer seconded a motion to approve Resolution 2017-25. Motion carried unanimously.

d. Review and Consideration of Resolution 2017-26, Awarding the Demolition Contract for 311 Locust Street

Teri Downing, Community and Housing Services Director, presented the staff report and recommendation.

Commissioner Kenitzer stated that he feels the City is granting a \$33K benefit to the owner of the property at 640 Bluff Street who was aware of the condition of the building. Julie Christensen and Teri Downing both disagreed. Julie stated that the owner of 640 Bluff was willing to demolish the property himself. It was important that the house was down so that it was not rented out; therefore, we made it a contingency of the sale. Teri added that it was a strategic purchase by the City and is an investment in the neighborhood; we will see a return on the investment. If the resolution is approved, the house will be demolished within two months.

Commissioner DeBrock moved and Commissioner Baker seconded a motion to approve Resolution 2017-26. Motion carried unanimously.

6. **Adjournment:**

The meeting was adjourned by Commissioner Baker at 5:54 p.m.