

MINUTES
COMMUNITY DEVELOPMENT AUTHORITY
City Hall Forum - 100 State Street, Beloit, WI 53511
4:30 PM
Wednesday, April 24, 2024

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, April 24, 2024 in the Forum of Beloit City Hall, 100 State Street.

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chairperson Bullock at 4:45 p.m. Chairperson Bullock, Councilor Leavy, Commissioner Rodriguez and Commissioner Gorman were present. Vice-Chairperson Hartke and Councilor Forbeck was absent.

2. MINUTES

2.a. **Consideration of the February 28, 2024 Community Development Authority meeting**
Motion was made by Councilor Leavy to approve the minutes, seconded by Commissioner Gorman. Motion was approved, voice vote (4-0).

3. PUBLIC COMMENT

There were no public comments.

4. BELOIT HOUSING AUTHORITY

4.a. **Presentation of the February Activity Report**

The February Activity Report was presented by Clinton Cole, Director of the Beloit Housing Authority. Clint stated that he checked with HUD to see if he could share the names of the Section 8 landlords that have failed their annual Housing Quality Standards inspections. HUD indicated that the landlord's names should not be shared in order to protect the tenant's privacy.

Councilor Leavy stated he understands that the landlord information cannot be shared; however, he recommended that Clint look into other ways to share the inspection results data while protecting the tenant's privacy.

Julie and Clint stated landlord payments are withheld if the identified deficiencies are not repaired within 30 days. Clint also stated we are working with the City Attorney's office to develop a Debarment Policy to be put into place in an effort to exclude noncompliant landlords.

Councilor Leavy asked if there is a way to get an idea of how many Section 8 landlords commonly fail their inspections. Clint stated that there is a variety of inspection data that he can share with the Board. Julie stated that HUD wants to protect the tenant's

privacy. Councilor Leavy stated he would like it to go on record that he does not agree with HUD's decision to not share that information.

4.b. Presentation of the March Activity Report

The March Activity Report was presented by Clinton Cole, Director of the Beloit Housing Authority.

4.c. Presentation of the December 2023 Financial Report

The December Financial Report was presented by Clinton Cole, Director of the Beloit Housing Authority.

4.d. Presentation of the January-February Financial Report

The January-February Financial Report was presented by Clinton Cole, Director of the Beloit Housing Authority.

4.e. Consideration of Resolution 2024-02 Approving Beloit Housing Authority's Public Housing Write Offs

Clinton Cole, Director of the Beloit Housing Authority, presented the staff report and recommendation. Clint added that the BHA had not written off any tenant debts since 2019, as the CDA Board at that time was not comfortable writing off debts without first exploring all collection options. Clint also stated that both HUD and BHA's auditors recommend writing of tenant debt on a regular basis to avoid accumulating a high debts-owed balance.

Chairperson Bullock asked if the debts were for a one-year period. Clint stated the debts range from 2016 to 2023. Councilor Leavy asked if the write offs were going to be done periodically. Clint stated that moving forward the write offs will be reviewed and written off quarterly. Motion was made by Councilor Leavy to approve Resolution 2024-02, seconded by Commissioner Rodriguez. Motion was approved, voice vote (4-0).

4.f. Consideration of Resolution 2024-04 Awarding Contract for Roof Replacement at Phase 1 Public Housing Sites

Clinton Cole, Director of the Beloit Housing Authority, presented the staff report and recommendation. Motion was made by Commissioner Gorman to approve Resolution 2024-04, seconded by Councilor Leavy. Motion was approved, voice vote (4-0).

5. COMMUNITY AND HOUSING SERVICES

5.a. 2023 Consolidated Annual Performance Report (CAPER) Presentation

The 2023 Consolidated Annual Performance Report was presented by Megan McBride, Grants Administrator. The Board discussed the transportation options for people who have medical appointments or need to go to work.

5.b. **Consideration of Resolution 2024-03 recommending the award of Home Investment Partnership Program (HOME) funds for New Construction Projects**

Julie Christensen, Community Development Director, presented the staff report and recommendation. Julie introduced Laura Laux, Deputy Director of Community Action, Inc. who presented a powerpoint on the Fresh Start program and their proposed project. Todd Mandel, Executive Director of the Wisconsin Partnership for Housing Development presented his application for funding.

Commissioner Gorman made a motion to approve the resolution, seconded by Councilor Leavy. Motion was approved, voice vote (4-0).

6. **SUCH OTHER MATTERS AS AUTHORIZED BY LAW**

There was no business to discuss.

7. **ADJOURNMENT**

Motion was made by Councilor Leavy, seconded by Commissioner Rodriguez to adjourn the meeting at 5:50 p.m. Motion was approved, voice vote (4-0).



Michelle Bullock, Chairperson