

Minutes

Beloit Community Development Authority

100 State Street, Beloit WI 53511

April 25, 2012

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, April 25, 2012 in the Forum at City Hall, 100 State Street.

1. Call to Order and Roll Call

Meeting was called to order by Commissioner Johnson at 4:33 p.m.

Present: Commissioners Adama, Johnson, Luebke, and Jacobs

Absent: Commissioners Simpkins and Van De Bogart

Staff Present: Cathy Pollard, Teri Downing, Scott Schneider and Julie Christensen

2. Approval of Minutes

Motion by Commissioner Luebke and second by Commissioner Jacobs to approve minutes of the March 28, 2012. Motion carried 4-0.

3. Citizen Participation

None.

4. Housing Authority

a. Presentation of January Activity Report

Cathy Pollard, Beloit Housing Authority Director presented no major changes to the January activity report and the January financial report, for the Section 8 and Public Housing programs. Cathy reported that in Public Housing all single family homes in Phase 2 will be fully occupied. The nine town homes in Phase 2 will be ready for occupancy by July 01, 2012 and the 41 unit building will be ready for occupancy by September 15, 2012.

b. Presentation of January Financial Reports

Cathy Pollard summarized the financial report. Cathy stated the Housing Authority is in good financial standing. Cathy further stated the Housing Authority is currently over leasing to use up excess HAP Reserves. When the current FSS Grant is exhausted, Admin Fee reserves will be used to pay the FSS Coordinator.

c. Review and Consideration of Resolution 2012-06, Authorizing BHA to Apply for FSS Grant

Cathy Pollard explained the basic purpose of the FSS Coordinator Grant and the importance of securing the grant or the Housing Authority. Cathy stated the grant has been active since 2006 and the Housing Authority has the obligation to run the program until 25 participants have graduated. Cathy explained the amount applied for will be

\$69,000.00. Cathy stated securing this grant will allow the BHA to keep the Coordinator position with HUD funding rather than BHA reserves.

Commissioner Luebke made the motion to approve Resolution 2012-06. Commissioner Adama seconded the motion. Motion carried 4-0.

d. Review and Consideration of Resolution 2012-09, Authorizing BHA to apply for Public Housing FSS Grant

Cathy Pollard explained the basics of the Public Housing FSS grant. Cathy stated the grant would be a collaborative effort with other local agencies. The grant would allow the agencies to provide variable services to residents in effort to help them become self-sustaining. Cathy reported some of the services provided would be workforce development, counseling, and education. Other agencies involved would include, but not limited to Community Action, Infant Mortality and Children Services.

Commissioner Luebke asked how many years the grant would cover. Cathy answered, "Four."

Commissioner Luebke asked if the grant might provide short-term employment. Cathy answered, "Yes."

A motion was made by Commissioner Luebke and seconded by Commissioner Jacobs to approve Resolution 2012-09. Motion carried 4-0.

e. Review and Consideration of Resolution 2012-15, Authorization to Write-Off 2011 Fourth Quarter TAR

Cathy Pollard explained that HUD advises PHA's to write off Tenant Account Receivables on a quarterly basis. This minimizes the amount of bad debt actively carried on the Housing Authority's books.

Commissioner Luebke asked if the debts are still collected on, and if they are just written off as being active on the books. Cathy stated, "Yes."

A motion was made by Commissioner Adama and seconded by Commissioner Jacobs to approve Resolution 2012-15. Motion carried 4-0.

5. **Community Development**

a. Review and Consideration of Resolution 2012-16, Awarding the Rehabilitation Contracts for 122 Hackett Street

Scott Schneider summarized the staff report and recommendation and indicated that Ron's Painting and Drywall had the lowest bid. A motion was made by Commissioner Luebke to approve the resolution awarding the contract to Ron's Painting and Drywall. It was seconded by Commissioner Adama. Motion carried 4-0.

b. Review and Consideration of Resolution 2012-17, Authorizing the Community Development Authority to Purchase 745 Vernon Avenue

Teri Downing summarized the staff report and recommendation. She explained that there are mold and lead issues in the house and the space upstairs will need to be reconfigured. At this time, we don't have rehab costs estimated.

Commissioner Luebke asked if HUD paid \$95,000 for the house as it indicates on the assessor's sheet. Teri explained that WHEDA foreclosed on the house and took the house back for the amount of the mortgage.

Commissioner Adama asked if the \$95,000 is cleared from the title. Teri answered that yes, we do not assume the mortgage.

A motion was made by Commissioner Luebke and seconded by Commissioner Jacobs to approve the resolution. Motion carried 4-0.

6. **Adjournment**

Meeting was adjourned at 5:00 p.m.