

Minutes
Beloit Community Development Authority
100 State Street, Beloit WI 53511
October 3, 2012
4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, October 3 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 4:30 p.m.

Present: Commissioners Adama, Johnson, Leavy, and Luebke

Absent: Commissioners Jacobs and Simpkins

Staff Present: Cathy Pollard, Julie Christiansen, Teri Downing, and Ann Purifoy

2. **Approval of Minutes;**

Motion was made by Commissioner Luebke and seconded by Commissioner Leavy to approve the minutes of the Regular Meeting held on August 28, 2012 and the Special Meeting held on September 12, 2012.

3. **Citizen Participation:**

None

4. **Housing Authority:**

a. **Presentation of the August Activity and Financial Reports**

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

b. **Review and Consideration of Resolution 2012-38, Approval of the 2013 Beloit Housing Authority Public Housing, Section 8, and Administrative Budgets**

Cathy Pollard presented the staff report and recommendation.

We have had significant changes in our operating receipts. Our potential rents are down because we are now housing the majority of our public housing tenants at the 0-30% income range. We still have substantial reserves and are very good financially.

Commissioner Luebke moved and Commissioner Adama seconded a motion to approve Resolution 2012-38. Motion carried unanimously.

c. **Review and Consideration of Resolution 2012-39, Approval of the Beloit Housing Authority 2013 Annual Public Housing Authority Plan and the Five Year Plan**

Cathy Pollard presented the staff report and recommendation.

Commissioner Leavy moved and Commissioner Luebke seconded a motion to approve Resolution 2012-39. Motion carried unanimously

- d. Review and Consideration of Resolution 2012-40, Awarding the Painting Contract for the BHA Administrative Building to Peters and Sons
Cathy Pollard presented the staff report and recommendation.

Commissioner Luebke moved and Commissioner Adama seconded a motion to approve Resolution 2012-40. Motion carried unanimously.

- e. Review and Consideration of Resolution 2012-45, Adopting the Project-Based Housing Choice Voucher Lease
Cathy Pollard presented the staff report and recommendation.

The vouchers for these units are attached to the property; therefore, tenants who choose to sign this lease will not be able to move with the voucher. Because these units were previously designated to be sold, if the tenant moves or the property is sold, the tenants will be given a Section 8 tenant-based voucher.

Commissioner Leavy moved and Commissioner Luebke seconded a motion to approve Resolution 2012-45. Motion carried unanimously.

Community Development:

- a. Review and Consideration of Resolution 2012-41, Recommending Approval of the 2013 Annual Action Plan
Teri Downing presented the staff report and recommendation.

Commissioner Luebke moved and Commissioner Leavy seconded a motion to approve Resolution 2012-41. Motion carried unanimously.

- b. Review and Consideration of Resolution 2012-42, Recommending Approval of the 2013 Community Development Block Grant Budget
Teri Downing presented the staff report and recommendation.

Teri Downing noted a change in the previous staff recommendation for Family Service Home Companion Registry. They were accidentally funded for more than they requested; adjustments were made to correct this error.

Commissioner Leavy asked if the \$15,000 recommended for Fair Housing Activities would be utilized or if funds could be reallocated to Code Enforcement/Inspection Program. Teri and Julie both agreed that Fair Housing activities have increased, additionally, we are limited in the amount we can fund with block grants for Code Enforcement. It was established that we are not doing the required Fair Housing education and will do less next year unless we fund an intern.

Commissioner Leavy moved and Commissioner Luebke seconded a motion to approve Resolution 2012-42 and that funding for Fair Housing Activities remain at \$15,000 with the expectation that we deal with some educational outreach for next year. Motion carried unanimously.

- c. Review and Consideration of Resolution 2012-43, Recommending Approval of the 2013 HOME Investment Partnerships Program (HOME) Budget

Julie Christiansen presented the staff report and recommendation.

Commissioner Luebke moved and Commissioner Adama seconded a motion to approve Resolution 2012-43. Motion carried unanimously.

- d. Review and Consideration of Resolution 2012-44, Awarding the Demolition Contract for 517 Liberty Avenue

Scott Schneider presented the staff report and recommendation

Commissioner Adama moved and Commissioner Leavy seconded a motion to approve Resolution 2012-44. Motion carried unanimously.

6. **Adjournment:**

Motion by Commissioner Leavy and second by Commissioner Luebke to adjourn at 4:55 p.m. Motion carried.