

**Minutes  
Beloit Community Development Authority  
100 State Street, Beloit WI 53511  
October 15, 2014  
4:30 P.M.**

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, October 15, 2014 in the third floor conference room of Beloit City Hall, 100 State Street.

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

Meeting was called to order by Commissioner Kincaid at 4:35 p.m.

**Present:** Commissioners Casares, G. Johnson, Kelly, Kincaid

**Absent:** Commissioners Evans, T. Johnson

**Staff Present:** Julie Christensen, Cathy Pollard, Clinton Cole, Andrew Janke, and Ann Purifoy

2. **Citizen Participation:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on October 3, 2014.**

Motion was made by Commissioner Kelly and seconded by Commissioner G. Johnson to approve the minutes of the Regular Meeting held October 3, 2014.

Motion carried unanimously.

4. **Housing Authority:**

a. **Presentation of August Activity Report**

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

b. **Presentation of August Financial Report**

Cathy Pollard gave a brief summary of the report.

The Beloit Housing Authority and Section 8 are in very good position at this time.

c. **Review and Consideration of Resolution 2014-24, Approval of the 2015 Beloit Housing Authority Public Housing, Section 8, and Administrative Budgets**

Cathy Pollard presented the staff report and recommendation.

We could see a substantial change in 2015 liability insurance cost for Phase 1 & 2 projects. To avoid this, Cathy has applied with the investors for a waiver of their rating and deductible requirements.

Commissioner Kelly moved and Commissioner Casares seconded a motion to approve Resolution 2014-24.

Motion carried unanimously.

- d. Review and Consideration of Resolution 2014-26, Awarding the Contract for Tree Trimming Services at the Beloit Housing Authority's Public Housing Sites  
Clinton Cole presented the staff report and recommendation.

Commissioner Casares moved and Commissioner Kelly seconded a motion to approve Resolution 2014-26.

Motion carried unanimously.

- e. Review and Consideration of Resolution 2014-27, Authorizing the Write-off of Public Housing Tenants Accounts Receivable for Vacated Residents  
Cathy Pollard presented the staff report and recommendation.

Cathy explained to new members that we do not actually write-off debts. We take debts off our ledger and pursue through Happy Software, TRIP and repayment agreements.

Commissioner Kelly moved and Commissioner Casares seconded a motion to approve Resolution 2014-27.

Motion carried unanimously.

- f. Review and Consideration of Resolution 2014-25, Approval of the Beloit Housing Authority 2015 Annual Public Housing Plan and the Five Year Plan  
Cathy Pollard presented the staff report and recommendation.

Long-range plans include replacement of refrigerators and other non-dwelling equipment.

Commissioner Kelly moved and Commissioner G. Johnson seconded a motion to approve Resolution 2014-25.

Motion carried unanimously.

5. **CDBG, HOME and NSP Programs:**

- a. Review and Consideration of Resolution 2014-28, Approving a Lease Agreement Between the Community Development Authority and the William T. Mansfield, Jr. Revocable Trust  
Andrew Janke, Economic Development Director, presented the staff report and recommendation.

Commissioner Casares moved and Commissioner Kelly seconded a motion to approve Resolution 2014-28.

Motion carried unanimously.

- b. Review and Consideration of Resolution 2014-29, Recommending an Amendment to the HOME Proposed Activities for Prior Year Funds and Program Income

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

Julie explained that we want to get funds committed to this community using City resources to rehab what private-sector investors are not willing to invest in.

Commissioner Kelly moved and Commissioner G. Johnson seconded a motion to approve Resolution 2014-29. Commissions G. Johnson, Kelly and Kincaid voted in favor; Commissioner Casares opposed.

Motion carried.

6. **Adjournment:**  
Commissioner Kelly moved and Commissioner Casares seconded a motion to adjourn. Meeting was adjourned at 5:30 p.m.