

**Minutes**  
**Beloit Community Development Authority**  
**100 State Street, Beloit WI 53511**  
**May 4, 2016**  
**4:30 P.M.**

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, May 4, 2016, in the Forum of Beloit City Hall, 100 State Street.

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

Meeting was called to order by Commissioner Casares at 4:31 p.m.

**Present:** Commissioners Baker, Casares, Hendrix, Preuschl and Webster

**Absent:** Commissioner Ellison and Evans

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

2. **Citizen Participation:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on March 23, 2016.**

Commissioner Baker asked for clarity on status of remaining 2015 CDBG funds. Teri stated that it would be reallocated administratively.

Motion was made by Commissioner Baker and seconded by Commissioner Casares to approve the minutes of the Regular Meeting held on March 23, 2016.

Motion carried unanimously.

4. **Beloit Housing Authority**

a, b, c. **Presentation of January, February and March Activity Report**

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

Cathy gave an update on the current Beloit Housing Authority staff. The Accountant position and two Section 8 Specialist positions have recently been filled. We still have two open positions for our Maintenance Specialist and Special Programs Administrator.

Cathy explained our priority preference points and TRIP (tax return intercept program) for our new Board members. As of June 30, we will no longer administer Rock County WHEDA Section 8 vouchers. Our two-year contract will end and we will not renew.

- d. Discussion of the Process of Handling Program Violations  
Cathy gave a summary of the Informal Review and Hearing Process from the Housing Choice Voucher Program Guidebook.

There is a perception that all crime in Beloit is committed by Section 8 and Public Housing tenants. We have received an excessive amount of calls from Beloit citizens threatening lawsuits/bodily harm and exhibiting very rude/inappropriate behavior. Due to confidentiality laws, we are not obligated to divulge information regarding our tenants to citizens who demand it. We gladly accept information regarding suspected fraud.

We will be changing our Admin Plan to eliminate repayment agreements for fraud. The bottom line is that fraud is getting out of control and our tenants will be held accountable.

Board members are being made aware of this misconception so they are able to properly address and educate Beloit citizens regarding the unfair perception of our tenants.

Commissioner Casares inquired about the importance of tenants violating family unit size. Cathy stated that tenants can be terminated for unauthorized occupants in the residence. The Beloit Housing Authority utilizes the Beloit Police Department as security for our units. They give us a monthly report of all HUD checks which could show unauthorized persons using BHA tenants' addresses.

- e. Review and Consideration of Resolution 2016-06, Approval of 2016 First Quarter Write-offs  
Clinton Cole, Program Manager, presented the staff report and recommendation.

The tenants accounts receivable amount for this quarter is fairly higher than we have seen recently. This is mainly due to a former tenant who accounted for a large portion of the TAR balance due to damages.

Commissioner Baker moved and Commissioner Hendrix seconded a motion to approve Resolution 2016-06.

Motion carried unanimously.

5. **Neighborhood Revitalization Activities**

- a. Review and Consideration of Resolution 2016-05, Authorizing the CDA to Acquire 715 West Grand Avenue and Award the Demolition Contract for 715 West Grand Avenue

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

Teri gave an update on plans to rehab 349 Euclid Avenue. We are in the process of organizing a bus tour and workshop for CDA and City Council members to discuss a neighborhood stabilization strategy for Hackett and Merrill neighborhoods.

Commissioner Casares asked if the demolition material would be recycled. Scott Schneider, Project Manager, stated that Earth Construction is very good at recycling masonry buildings, however, anything that is cost effective will be recycled.

Commissioner Preuschl moved and Commissioner Baker seconded a motion to approve Resolution 2016-05.

Motion carried unanimously.

6. **Adjournment:**  
Motion by Commissioner Baker and seconded by Commissioner Preuschl to adjourn at 5:15 p.m. Motion carried.