

Minutes
Beloit Community Development Authority
100 State Street, Beloit WI 53511
October 26, 2016
4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, October 26, 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 Evans at 4:44 p.m.

Present: Commissioners Baker, Evans, Hendrix and Preuschl

Absent: Commissioner Ellison

Staff Present: Julie Christensen, Cathy Pollard, Clinton Cole, Scott Schneider and Ann Purifoy

2. **Citizen Participation:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on September 28 and Special Meeting held on October 10, 2016.**

A motion was made by Commissioner Baker and seconded by Commissioner Preuschl to approve the minutes of the Regular Meeting held on September 28 and Special Meeting held on October 10, 2016.

Motion carried unanimously.

4. **Housing Authority:**

a. **Presentation of September Activity Report**

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

We are still very busy with turnovers in public housing due to vacancies. Our two Maintenance employees are completing these turnovers on an average of 3 to 4 days after tenants move out due to minimal damages. The monthly operating funds we receive from HUD are based on our lease up rate; consequently, getting these units leased up is our top priority

Julie Christensen inquired about our Section 8 tenant who was displaced by a recent fire. Cathy explained that the unit sustained mostly smoke damage and the tenant chose to stay with friends, temporarily.

- b. Presentation of September Financial Report
Cathy Pollard gave a brief summary of the report.

Cathy plans to request an extension so that we will be able to continue with our Project-based unit rentals through June rather than March 2017. The eight four-bedroom houses will then be auctioned during the summer of 2017.

- c. Review and Consideration of Resolution 2016-21, Approval of Beloit Housing Authority 2017 Annual Public Housing Authority Plan
Cathy Pollard presented the staff report and recommendation.

Commissioner Preuschl asked for clarity regarding findings in the most recent fiscal year audit. Cathy explained that wages come from various grants; therefore, we must estimate how much time is spent in each program in order to appropriately allocate funds. We were still collecting data and did not have a full year of compliance when the audit was completed.

Commissioner Baker moved and Commissioner Preuschl seconded a motion to approve Resolution 2016-21.

Motion carried unanimously.

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

- a. Review and Consideration of Resolution 2016-22, Approval of the Purchase of 206 Eighth Street from the City of Beloit
Scott Schneider, Engineering Project Manager, presented the staff report and recommendation.

Scott described what he found when he went through the house. The house is structurally in good condition with a recently upgraded electrical system; the roof is intact and there is no visible water damage; it has newer windows, high efficiency furnace and water heater. It will need a new garage, siding and kitchen and will be listed as a three bedroom with one bath.

Commissioner Baker moved and Commissioner Hendrix seconded a motion to approve Resolution 2016-22. Commissioners Baker, Evans and Hendrix voted in favor; Commissioner Preuschl opposed.

Motion carried.

- b. Review and Consideration of Resolution 2016-23, Amending the 2017 CDBG Budget
Julie Christensen, Community Development Director, presented the staff report and recommendation.

Commissioner Baker moved and Commissioner Preuschl seconded a motion to approve Resolution 2016-23.

Motion carried unanimously.

6. **Adjournment:**
Motion by Commissioner Hendrix and seconded by Commissioner Baker to adjourn at 5:21 p.m. Motion carried.