

Minutes
Beloit Community Development Authority
100 State Street, Beloit WI 53511
March 22, 2017
4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, March 22, 2017 in the Forum of Beloit City Hall, 100 State Street.

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

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

Present: Commissioners Baker, Evans, Kenitzer and Preuschl

Absent: Commissioner DeBrock, Ellison and Hendrix

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

2. **Citizen Participation:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on February 22, 2017**

A motion was made by Commissioner Preuschl and seconded by Commissioner Kenitzer to approve the minutes of the Regular Meeting held on February 22, 2017 with one correction in Item 2a.

Motion carried unanimously.

4. **Housing Authority:**

a. **Presentation of January Activity Report**

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

We just completed a HUD form to develop a prediction tool for our leaseups. Currently, we are using 98% of our budget authority, so we will continue to house between 575 and 585 residents.

We are still working with our insurance company regarding the two damaged project-based units and have recently received the final numbers for 1238 Elm Street.

b. **Presentation of January Financial Report**

Cathy Pollard gave a brief summary of the report.

Julie Christensen asked what would happen to the Project-based Voucher Operating Reserve when the units are sold. Cathy stated that we would pay the GAP loan and any remaining monies would go into a BHA fund.

Julie wanted to know how we would continue to operate if the Federal budget is not approved. Cathy indicated that the government would give us an estimated amount based on the last 12 months of operation; the amount is then adjusted according to the approved budget.

- c. Review and Consideration of Resolution 2017-06, Authorization for the Beloit Housing Authority to Update the Public Housing Lease and No Smoking Lease Addendum
Rebecca Melito, Public Housing Coordinator, presented the staff report and recommendation.

Commissioner Kenitzer asked who would be enforcing this update. Becky informed that she would, as much as possible, along with our maintenance personnel and inspector who are at various sites every day. We also have cameras on the Parker Bluff property.

Cathy added that this policy is not totally enforced in our single family units but violations are evident by damages in the units. The tenants at Parker Bluff will have a designated smoking shelter.

Commissioner Preuschl moved and Commissioner Kenitzer seconded a motion to approve Resolution 2017-06. Motion carried unanimously.

5. a. Review and Consideration of Resolution 2017-04, Awarding the Demolition Contract for 206 Eighth Street
Teri Downing, Community and Housing Services Director, presented the staff report and recommendation.

We will take out the portion of the shared driveway on the property; however, a survey may be needed to show where the lot line ends.

Commissioner Kenitzer moved and Commissioner Evans seconded a motion to approve Resolution 2017-04. Motion carried unanimously.

- b. Public Hearing and Presentation of the 2016 Comprehensive Annual Performance Evaluation Report (CAPER)

Teri Downing gave a brief summary of the report.

Commissioner Baker opened the public hearing. There were no comments. The public hearing was closed.

6. **Adjournment:**
Motion by Commissioner Preuschl and seconded by Commissioner Kenitzer to adjourn 5:24 p.m. Motion carried.