



Minutes

Beloit Community Development Authority

100 State Street, Beloit WI 53511

November 21, 2017

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Tuesday, November 21, 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 4:30 p.m.

Present: Commissioners Baker, DeBrock, Forbeck and Kenitzer

Absent: Commissioner Ellison, Evans and Leavy

Staff Present: Julie Christensen, Clinton Cole and Ann Purifoy

2. **Public Comments:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on October 25, 2017**

A motion was made by Commissioner Forbeck and seconded by Commissioner DeBrock to approve the minutes of the Regular Meeting held on October 25, 2017. Motion carried unanimously.

4. **Housing Authority:**

a. **Presentation of September Activity Report**

Clinton Cole, Programs Manager, gave a brief summary of the report.

Councilor Forbeck asked what the difference was between Public Housing and Section 8. Clint reviewed the differences between Public Housing and Section 8 and also commented on Project-based Section 8 for the Board members.

b. **Presentation of September Financial Report**

Clinton Cole gave a brief summary of the report.

Commissioner Kenitzer asked if we had any statistics on net loss on repayment agreements. Clinton stated that we did not; however, a breakdown of losses can be included in the next financial report.

c. **Review and Consideration of Resolution 2017-32, Approving a Revision to the Beloit Housing Authority Housing Choice Voucher Administrative Plan**

Clinton Cole presented the staff report and recommendation.

There are instances when staff members must recuse themselves from the grievance process when there is a conflict of interest. The Beloit Housing Authority presently is understaffed with four positions vacant.

Commissioner Forbeck moved and Commissioner DeBrock seconded a motion to approve Resolution 2017-32. Motion carried unanimously.

5. **Community and Housing Services:**

a. **Review and Consideration of Resolution 2017-33, Recommending an Amendment to the 2018 HOME Budget**

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

The down payment assistance would be provided by NeighborWorks Blackhawk Region and would be in the form of a second mortgage on the property. NeighborWorks Blackhawk region would have the opportunity to determine how the loan would be used within their loan/grant guidelines.

Commissioner Kenitzer moved and Commissioner Forbeck seconded a motion to approve Resolution 2017-33. Motion carried unanimously.

6. **Adjournment:**

The meeting was adjourned by Commissioner Baker at 5:04 p.m.