



## **Minutes**

### **Beloit Community Development Authority**

**100 State Street, Beloit WI 53511**

**September 26, 2018**

**4:30 P.M.**

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, September 26, 2018 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, Ellison, Forbeck, Kenitzer, Leavy and Murray

**Absent:** Commissioner DeBrock

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

#### **2. Public Comments**

Karen Lisser, Executive Director of ECHO, was present to reiterate the services ECHO provides to the Beloit community.

#### **3. Consider Approval of Minutes of the Regular Meeting held on August 29, 2018**

A motion was made by Commissioner Forbeck and seconded by Commissioner Leavy to approve the minutes of the Regular Meeting held on August 29, 2018. Motion carried unanimously.

#### **4. Beloit Housing Authority:**

##### **a. Presentation of August Activity Report**

Clinton Cole, Director of Beloit Housing Authority, gave a brief summary of the report. He explained that the Housing Authority is still in the middle of filling the vacancies that occurred when several public housing tenants received Section 8 vouchers in June. We issued 48 Section 8 vouchers early this month.

##### **b. Presentation of July Financial Report**

Clinton Cole gave a brief summary of the report.

##### **c. Consideration of Resolution 2018-14, Approving the 2019 Beloit Housing Authority Operating Budget**

Clinton Cole presented the staff report and recommendation.

Councilor Leavy asked how long have we been operating with a budget deficit and how long is this sustainable. Julie Christensen explained that the Board has approved

deficit budgets for three of the past five years. We are not in financial trouble but it is not sustainable to continue to pull from reserves. In order to balance the 2019 budget, the Housing Programs Manager position will not be filled, but we are looking at different options in the future. Councilor Leavy stated that the Board is expecting to receive a balanced operating budget from BHA. If we are presented a deficit budget, it should be noted as such with detailed explanation.

Clint Cole reiterated that we are not in any financial trouble but want to avoid the possibility in the future by making necessary changes now. Julie noted that future monthly financial reports will indicate the finances of each line item rather than just reporting the amount in reserve.

Commissioner Forbeck moved and Commissioner Murray seconded a motion to approve Resolution 2018-14. Motion carried unanimously.

5. Community and Housing Services

a. Consideration of Resolution 2018-15 Recommending Approval of the 2019 Community Development Block Grant Budget and 2019 Annual Plan

Teri Downing, Community and Housing Services Director, presented the staff report and recommendation. She outlined the proposed CDBG Budget and discussed the Annual Plan.

Commissioners expressed their budget recommendations. Following some discussion, the CDA Board modified the staff recommendation as listed below.

<b>Public Services</b>	
Beloit Meals on Wheels-Home Delivered Meals	\$ 8,000
Community Action-Fatherhood Initiative & Mentoring	\$22,000
ECHO-Rent Assistance: Homeless Prevention	\$19,000
Family Promise-Emergency Shelter for Homeless Families	\$15,049
Family Services: Case Management for Homeless Domestic Violence Survivors	\$7,500
Family Services: Financial Education, Counseling, and Coaching	\$7,000
Family Services: Needs Assessment, Case Management, and Advocacy for Seniors	\$7,500
HealthNet-Primary Care Medical, Dental and Vision Clinic	\$10,000
Legal Action-Eviction Prevention to Stabilize LMI Families & Neighborhoods	\$0
Project 16:49-Robin House Transitional Living Program	\$10,000
Stateline Literacy Council-Adult Literacy for Economic Prosperity	\$6,000
Tre Foundation-Beloit Legal Access	\$4,000
YWCA-Empowerment Center	\$0
<b>Total Public Services</b>	<b>\$116,049</b>

<b>Neighborhood Revitalization Strategy Area (NRSA)</b>	
Community Action – Resources Navigator	\$50,000
Family Services – Community Social Worker (Systems Navigator)	\$50,000
Community Action – Merrill Community Center	\$15,000
Family Services – Youth 2 Youth 4 Change – Neighborhood Leadership Project	\$15,000
<b>Total NRSA Activities</b>	<b>\$130,000</b>
<b>Direct Homeownership Assistance</b>	
NeighborWorks Blackhawk Region – Direct Homebuyer Assistance	\$20,000
<b>Code Enforcement</b>	
Community Development Dept – Code Enforcement/Inspection Program	\$159,000
<b>Planning &amp; Program Administration</b>	
Program Administration	\$143,455
Fair Housing	\$5,000
<b>Total Planning &amp; Program Administration</b>	<b>\$148,455</b>
<b>City Housing Programs</b>	
Housing Rehab Revolving Loan Fund	\$168,722

Commissioner Forbeck moved and Commissioner Leavy seconded a motion to approve Resolution 2018-15, with the CDBG budget as listed above. Motion carried unanimously.

b. Consideration of Resolution 2018-16 Recommending Approval of the 2019 HOME Investment Partnerships Program (HOME) Budget

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

Julie had a correction under Key Issues. Number three should read “Staff is proposing to use up to \$120,000 in these funds for owner-occupied rehab loans with the remaining balance to be used for acquisition-rehab and new construction.”

Commissioner Leavy moved and Commissioner Forbeck seconded a motion to approve Resolution 2018-16. Motion carried unanimously.

6. **Adjournment**

Commissioner Forbeck moved and Commissioner Murray seconded a motion to adjourn at 5:46 p.m. Motion carried.