



Minutes

Beloit Community Development Authority

100 State Street, Beloit WI 53511

January 24, 2018

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, January 24, 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, DeBrock, Ellison, Kenitzer, Leavy and Murray

Absent: Commissioner Forbeck

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

2. Election of Officers

a. Nomination and election of Chairperson

The nomination for Chairperson was opened. Commissioner Baker was nominated. Commissioner Baker accepted the nomination and was elected by unanimous vote.

b. Nomination and election of Vice-chairperson

The nomination for Vice-Chairperson was opened. Commissioner DeBrock was nominated. Commissioner DeBrock accepted the nomination and was elected by unanimous vote.

3. Public Comments:

None

4. Review and Consideration of the Minutes of the Regular Meeting held on November 21, 2017

A motion was made by Commissioner Baker and seconded by Commissioner DeBrock to approve the minutes of the Regular Meeting held on November 21, 2017. Motion carried unanimously.

5. Housing Authority:

a. Presentation of October and November Activity Report

Clinton Cole, Interim Director, gave a brief summary of the report.

Last week HUD informed us that we were awarded an FSS (Family Self-sufficiency) grant of \$68,000 for 2018. These funds will provide the salary for an FSS case manager who will support Beloit Housing Authority tenants in reaching their goals and reducing their dependence on housing assistance.

- b. Presentation of October and November Financial Report
Clinton Cole gave a brief summary of the report.

Clint explained that the Housing Authority has begun working on selling the eight Project-based units. This will probably be a long process due to required HUD involvement. Once these units are sold, a Section 8 voucher may be issued to our current tenants.

- c. Review and Consideration of Resolution 2018-01, Approval of 2017 Beloit Housing Authority Fourth Quarter Write-offs

Clinton Cole presented the staff report and recommendation.

Councilor Leavy expressed concern about the amount of money owed by tenants when they left public housing. He suggested that if a problem is identified at a unit that the interval between housekeeping special inspections be increased from quarterly to monthly. Clint stated that we could look into making this change and it could be implemented very quickly.

Commissioner DeBrock moved and Commissioner Ellison seconded a motion to approve Resolution 2018-01. Motion carried unanimously.

6. **Community and Housing Services:**

- a. Review and Consideration of Resolution 2018-02, Recommending Approval of an Amendment to the 2017 Annual Action Plan

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

Councilor Leavy asked these were program funds, and if so, could they be awarded to the new owners of the Merrill Community Center. Teri explained that these funds are not public service funds, so they cannot be used for public service activities, as we are already at our cap of 15 percent for 2017.

Commissioner Baker moved and Commissioner DeBrock seconded a motion to approve Resolution 2018-02. Motion carried unanimously.

7. **Adjournment:**

The meeting was adjourned by Commissioner Baker at 5:19 p.m.