



## Minutes

### Beloit Community Development Authority

100 State Street, Beloit WI 53511

October 24, 2018

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, October 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 DeBrock at 4:30 p.m.

**Present:** Commissioners DeBrock, Ellison, Kenitzer, Leavy and Murray

**Absent:** Commissioners Baker and Forbeck

**Staff Present:** Julie Christensen and Clinton Cole

#### 2. Public Comments

There were no comments from the public.

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

A motion was made by Commissioner Leavy and seconded by Commissioner Murray to approve the minutes of the Regular Meeting held on September 26, 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.

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

Clinton Cole gave a brief summary of the report. He explained why there was a deficit in the Public Housing budget and the process for purchasing in bulk with public housing resources and then reimbursing the account over time as Phase 1 and Phase 2 used the items.

Clint also discussed the process for selling off the Project-Based units. Commissioner Murray asked how we are selecting the broker, and Mr. Cole responded that we issued a Request for Proposals.

##### c. Consideration of Resolution 2018-17, Approving the 2018 Beloit Housing Authority Third Quarter Write-offs

Clinton Cole presented the staff report and recommendation.

Clint explained that the large write-off was for a unit that had water damage. The tenant had neglected to contact the maintenance staff for an issue in the unit

Commissioner Murray asked how people call the Housing Authority for service. Clint explained that the residents can contact the Housing Authority whenever they have an issue, that someone is available from maintenance 24 hours a day, 7 days a week.

Commissioner Kenitzer moved and Commissioner Ellison seconded a motion to approve Resolution 2018-17. Motion carried unanimously.

5. **Adjournment**

Commissioner Leavy moved and Commissioner Murray seconded a motion to adjourn at 4:45 p.m. Motion carried.