

Minutes

Beloit Community Development Authority

Parker Bluff – 220 Portland Avenue, Beloit, WI 53511

October 23, 2019

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, October 23, 2019 in the Community Room of Parker Bluff Apartments, 220 Portland Avenue.

1. Call to Order and Roll Call

Meeting was called to order by Commissioner Baker at 4:31 PM.

Present: Commissioners Baker, Kenitzer, Leavy and Murray

Absent: Commissioners Ellison and Forbeck

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

2. Public Comment

None

3. Consideration of the Minutes of the Regular Meeting held on September 25, 2019 and the Special Meeting held on October 9, 2019

A motion was made by Commissioner Baker and seconded by Commissioner Murray to approve the minutes of the Regular Meeting held on September 25, 2019 and the Special Meeting held on October 9, 2019. Motion carried unanimously.

4. Beloit Housing Authority:

a. Presentation of the September Activity Report

Clinton Cole, Beloit Housing Authority Director, gave a brief summary of the report.

Clint stated that BHA is making an effort to increase the number of Section 8 voucher holders and plans to issue more vouchers next month. To facilitate this, we will also take a look at revising the current payment standards to enable more voucher-holders to obtain affordable housing in Beloit.

Councilor Leavy asked whether voucher-holders were having a difficult time finding units. Clint said it really varies. Some find units right away, and some need more time to find units. Julie Christensen, CDA Executive Director, expressed concern about rising rents and that some landlords may not want to participate in the Section 8 program because they can get more rent from market-rate tenants. Clinton explained that we had raised the payment standards in the recent past to address the rising rents. However, we have to be careful about increasing payment standards too high because then we can't serve as many people, and our continued funding is based on the number of vouchers we are serving.

b. Presentation of the August Financial Report

Clinton Cole, Beloit Housing Authority Director, gave a brief summary of the report.

Clint explained that since we sold 1238 Elm, the budget looks a lot better. However, it isn't reflected in this month's financial report because we didn't receive that revenue until September. He also mentioned that BHA will consider utilizing existing City services for collection of debts owed to BHA rather than contracting with a third party.

c. Review and Consideration of Resolution 2019-27, Authorizing the Beloit Housing Authority to apply for a Family Self-Sufficiency (FSS) Program Grant

Clinton Cole presented the staff report and recommendation.

Commissioner Murray moved and Commissioner Leavy seconded a motion to approve Resolution 2019-27. Motion carried unanimously.

d. Review and Consideration of Resolution 2019-28, Approving Revision to Beloit Housing Authority's Capitalization Policy

Clinton Cole presented the staff report and recommendation.

Clint reminded the board that the CDA had approved the Capitalization Policy following the HUD monitoring letter. HUD has since reviewed the policy and is requiring some minor changes. This revision involves language to ensure that BHA is a good steward of Federal funds.

Commissioner Baker moved and Commissioner Murray seconded a motion to approve Resolution 2019-28. Motion carried unanimously.

5. **Community and Housing Services**

a. Review and Consideration of Resolution 2019-29, Approving a Lease Agreement Among the Community Development Authority, William T. Mansfield, Jr. Revocable Trust, and Hendricks Commercial Properties, LLC, an Access Easement, and the Acquisition and Sale of Minor Parcels of Land Located on or Near the Broad Street Parking Lot

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

Julie indicated that the Lease Agreement is necessary because Hendricks Commercial Properties (HCP) is purchasing 307, 311, and 317 State Street from William Mansfield Revocable Trust. HCP is also requesting an Access Easement in order to maintain access they have behind the buildings. Finally, we are transferring some small portions of land in order to clean up some gaps in the legal descriptions of the properties.

Commissioner Kenitzer expressed concern about approving these items, as he thinks then the next step will be HCP wanting to purchase the Broad Street Parking Lot. Ms.

Christensen explained that it was unlikely that HCP would want to purchase the parking lot, but that it was within the CDA's control as they would have approval over any Offer to Purchase.

Commissioner Leavy moved and Commissioner Murray seconded a motion to approve Resolution 2019-29. Commissioners Baker, Leavy and Murray voted in favor; Commissioner Kenitzer opposed. Motion carried.

6. **Adjournment**

Motion by Commissioner Baker and seconded by Commissioner Leavy to adjourn at 5:15 p.m. Motion carried.

Respectfully submitted, Ann Purifoy