

MINUTES

COMMUNITY DEVELOPMENT AUTHORITY

PLAN COMMISSION OFFICES

Regular Meeting
Wednesday
October 16, 2013

I. CALL TO ORDER

The meeting was called to order by Chairman John Stangel at 4:06 P.M.

II. ROLL CALL

Members Present

John Stangel

Gene Maloney

Emil Roth

Dennis Tienor

Chris Able (arrived at 4:15 p.m.)

Members Excused

Jill Hennessey

Staff Present

David Less

Pauline Haelfrisch

III. APPROVAL OF MINUTES OF THE REGULAR SEPTEMBER 4, 2013 MEETING

Chairman Stangel asked if there were any corrections or additions to the minutes of the regular September 4, 2013 meeting.

The following action was taken.

Motion by: Mr. Maloney

Moved that: the CDA approve the minutes of the September 4, 2013 regular meeting

Seconded by: Mr. Roth

Upon vote: the motion was carried unanimously

IV. MANITOWOC HOUSING AUTHORITY BUSINESS

A. Financial Report and Approval of Monthly Expenditures

Pauline Haelfrisch reviewed the financial statements for September and October, 2013 with the Board members. She also distributed a list of expenses for this time period and reviewed these with the Board.

After some discussion, the following action was taken.

Motion by: Mr. Tienor

Moved that: the CDA approve and authorize payment of the September and October, 2013 expenses

Seconded by: Mr. Roth

Upon vote: the motion was carried unanimously

B. Audit for FYE 6/30/13

Pauline reported that she had her audit for the current fiscal year and there

were no findings. She told the Board that she would distribute the reports as soon as she receives them. David Less would like Pauline to have two copies for him as he needs to keep one on file with the City.

C. RAD Conversion Update

Pauline informed the Board that at the conference she attended, one of the sessions was in regards to RAD conversion. Pauline explained that she does not have all the details; however, the HUD Chief Field Officer was also present for this session.

The RAD conversion has to do with changing the concept of subsidized public housing from receiving operating and capital fund subsidies to becoming similar to a Section 8 program where you would no longer have many of the government oversights as we do now. However, we would have to find other sources for funding. For example, there are government grants that are available we could apply for in regards to improvements to our properties.

The RAD conversion would involve the public housing complex to find investors that would be willing to invest monies for rehabbing the site to bring it up to fair market standards; larger units, more amenities, better parking areas, etc. Once the building was ready for tenants, rents would be charged at fair market; the tenant would still pay 30% of their income; and the government would reimburse the housing for the difference.

Because so many of the attendees had questions in regards to this concept, John Finger, CFO, announced he would have a training in Milwaukee for us that would go into detail exactly what HUD is proposing with this program.

Much discussion was held in regards to this program by the Board. Pauline reported that one of the smaller PHA's is currently going through the process. Pauline stated that when she was given any more information on the matter, she would present it to the Board. For now, she just wanted them to be aware of what may be coming down the road.

D. Lease Modification for Manitou Manor

Pauline informed the Board that she was told at the conference she could no longer have a month to month lease and would have to convert to a year lease to conform to HUD regulations. She discussed with a field office rep how she should go about this. He encouraged her to revamp her present lease to include any items that are not in it that should be along with changing the lease terms. Pauline was given many resources in regards to the language of the lease.

Pauline reported to the Board that the health insurance for Brian and her was up for review for January. The cost of their present health insurance has gone up approximately \$167 per employee. If it was at all possible, Pauline would like to stay with this health insurance because of the convenience of not having to switch facilities, doctors, specialists, etc.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Financial Report – Revolving Loan Program, 10/10/2013

Mr. Less reviewed the financial reports with the Board members for the revolving loan program. As of October 10, 2013 a total of \$727,162.77 in loan funds was available.

The following action was taken.

Motion by: Mr. Tienor
Moved that: the CDA accept the 10/10/13
financial reports and place on file

Seconded by: Mr. Maloney
Upon vote: the motion was carried
unanimously

B. EPA RLF Program – Update

David Less informed the Board that he received the cooperation agreement which is a grant contract between the EPA and the City for the million dollar EPA grant.

For the next meeting, Dave will give the Board more detail as to how he will go forward with the program because he wants to convene the brownfield advisory committee and set up a meeting with lenders and others in the community to explain what kind of brownfield programs he will have available.

Dave explained the way the grant was negotiated, the City has the ability not only to make direct loans to people who have brownfields. The other option that is available is to do a subgrant, where the City could actually subgrant money to the CDA to do a project. He is working through the cooperation agreement just so he understands the protocol that needs to happen.

VII. ADJOURNMENT

The meeting was adjourned at 4:38 P.M.

Respectfully submitted:

David Less,
Executive Director

DL/pmh