

MINUTES

COMMUNITY DEVELOPMENT AUTHORITY

PLAN COMMISSION OFFICES

Regular Meeting
Wednesday
May 14, 2014

I. CALL TO ORDER

The meeting was called to order by Chairman John Stangel at 4:05 P.M.

II. ROLL CALL

Members Present

John Stangel
Gene Maloney
Emil Roth
Chris Able
Dennis Tienor
Collin Braunel

Members Excused

Jill Hennessey

Staff Present

David Less
Pauline Haelfrisch

III. APPROVAL OF MINUTES OF THE REGULAR APRIL 16, 2014 MEETING

Chairman Stangel asked if there were any corrections or additions to the minutes of the regular April 16, 2014 meeting. Hearing none, the following action was taken.

Motion by: Mr. Tienor

Moved that: the CDA approve the minutes of the April 16, 2014 regular meeting

Seconded by: Mr. Maloney

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 May, 2014 with the Board members. She also distributed a list of expenses for May and reviewed these with the Board.

After more discussion, the following action was taken.

Motion by: Mr. Maloney

Moved that: the CDA approve and authorize payment of the May, 2014 expenses

Seconded by: Mr. Tienor

Upon vote: the motion was carried unanimously

B. Tenant Eviction and Compromise

Pauline reviewed the memo she had e-mailed the Board members earlier this month. Pauline explained that she has cameras at the major entrances of the building, but not at minor, rarely used entrances. She feels the scooter that was stolen was taken out one of these minor doors. She stated she had an elderly

woman come forward and say she witnessed the tenant and her guest looking down at the scooter sometime in the middle of the night.

As for the compromise, the Board members asked Pauline what she would recommend. Pauline said she would continue with the eviction as she does not see this problem going away. There had been other issues with this tenant in which she was warned and Pauline has documentation.

Pauline stated to the Board members that she would abide by their decision. After more discussion, the Board moved to pursue the eviction. Pauline will type up a Summary of Discussion and have the Board Chairman review before sending it to the Tenant and her support staff.

The Board members went on to discuss more security for the minor entrances. Various suggestions were given in regards to security measures for the building. Pauline agreed to look into these suggestions. The Board members were very concerned about the security of the other tenants.

Motion by: Mr. Maloney

Seconded by: Mr. Roth

Moved that: the Board members recommend Pauline continue with the eviction for the violations to the lease

Upon vote: the motion was carried unanimously

Discussion was also held in regards to moving a tenant with a hearing disability to the first floor, and Pauline asked for permission to pay for the strobe fire alarm to be installed in the apartment. Permission was given.

C. Part Time Employee Hire

Pauline discussed with the Board members that she would be hiring a part time helper for the summer as she has done in past years to help Brian with the extra yard work. Pauline wanted the Board members to know she was also hiring Brian's son Atley to work one day a week to hang new draperies in tenant apartments. The Board gave their approval for these hiring's.

V. HOUSING LOAN ACTIVITIES

A. None

VI. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Financial Report – Revolving Loan Program, 5/07/2014

Mr. Less reviewed the financial report with the Board members for the revolving loan program. As of May 7th, 2014 a total of \$730,844.12 in loan funds was available.

The following action was taken.

Motion by: Mr. Braunel

Seconded by: Mr. Able

Moved that: the CDA accept the 5/07/14 financial report and place on file

Upon vote: the motion was carried unanimously

B. ABBA LLC – Loan REV2011-1 - Update

Dave stated to the Board members that he had copied out meeting notes from a meeting with Bank First National that Dave felt might be a foundation to move forward with better communication with ABBA, but that did not happen.

There was some discussion with Board members as to what was happening with the restaurant. Dave said that the Board members gave him the authorization to move forward and protect the City's collateral and he would be issuing the notice of default.

This notice would give ABBA LLC thirty days to bring the account current after which the City would accelerate the payment and access the reserve account.

Dave feels barring some type of payment in the next few days, he will issue the notice of default and see where it goes from there.

C. PC33-2013: Bamco Real Estate LLC/Wisconsin Redevelopment, LLC – Mirro Plant #3 Redevelopment Project - Update

Dave explained that he does not know the status of this project. The application that was filed by Impact 7 tied with another application. The other application received funding. The Executive Director from Impact 7 wrote a letter back saying the scoring on the applications did not seem consistent. Dave contacted Joe Leibham and asked him to make sure WHEDA knows how important this is and that the City has gotten a positive response from the National Park Service on the historical side. The State historic investment tax credits and the Federal tax credits actually look like they are achievable. WHEDA is the missing piece as the City has not heard anything from them.

Some discussion was held and Dave explained that WHEDA has on their website the funding for different projects arranged in tiers. They have the top tier of funding; then a few applications that were disqualified; then Impact 7 which is listed in alphabetical order, but the Mirro project was "to be determined". Dave is hoping that the delay in a response from WHEDA is their way of figuring out a solution.

WHEDA has a housing allocation plan that does not allow them to move money from one pool to another. Because of the turnover of personnel at WHEDA, there may be new hires looking at these applications.

Dave was asked by a Board member what he felt was going to happen once he retires in regards to his position. Dave stated the Planning Dept. is going to be redesigned and he is not sure what is going to happen.

VII. ADJOURNMENT

The meeting was adjourned at 5:05 P.M.

Respectfully submitted:

David Less,
Executive Director DL/pmh