

Community Development Authority of the City of Manitowoc

Meeting Minutes

February 15, 2017

I. CALL TO ORDER

Chairman Stangel called to order the regular meeting of the Community Development Authority at 4:01 PM on February 15, 2017 at the Community Development Department offices.

II. ROLL CALL

P. Haelfrisch conducted the roll call.

III. APPROVAL OF MINUTES

Chairman Stangel stated that the minutes from the January 18, 2017 meeting will be provided at the March meeting. No action was taken.

IV. MANITOWOC PUBLIC HOUSING BUSINESS

A. Financial Report and Approval of Monthly Expenditures

P. Haelfrisch discussed the monthly reports of finances and expenditures she had provided to the members. The following action was taken:

Motion by: G. Maloney

Seconded by: D. Tienor

Moved that: the CDA approve and authorize payment of the February, 2017 expenses

Upon vote: the motion carried unanimously

B. Smoke Free Housing Report

P. Haelfrisch discussed with the Board members HUD's new regulation for all public housing to go smoke free by July 31, 2018; her goal is to be smoke free by December 31, 2017. She had her first meeting in regards to this regulation and distributed a list of concerns from the tenants that attended. Pauline went through the list and answered questions from the Board members. Discussion was held in regards to a smoke shelter for the tenants to use and designated areas. Pauline will keep the Board informed with the progress on this HUD regulation.

C. Vacancy/Tenant Report

P. Haelfrisch informed the Board members that she has had several vacancies over the past few months; however, she is able to fill the apartments. She does anticipate more vacancies in the upcoming months.

D. HUD Site Visit

Pauline stated that there would be two representatives from the HUD field office on site Thursday, February 16. They would be going through the building, records, reports and a tenant apartment. Their purpose is to provide guidance to Pauline.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Revolving Loan Fund Financial Report

P. Braun provided a report of the current fund balance. There was no change in the commercial loan program. P. Wills, Progress Lakeshore, indicated the possibility of an RLF loan application to review at the March meeting.

Motion by: A. Doneff

Seconded by: G. Maloney

Moved that: the CDA accept the financial report for the Commercial revolving loan fund

Upon vote: the motion carried unanimously

VI. Other Business

A. Monthly Report on 1512 Washington Street Demolition

P. Braun reported that the city received (13) bids for the demolition and removal of the structures at the former Mirro Plant #9 site. Brandenburg Industrial Service Co. was awarded the contract with a winning bid of \$1,024,826.50; this was also the lowest bid. The highest bid submitted was \$3,606,556. P. Braun also reviewed the bids received for the disposal of demolition waste. Waste Management of Wisconsin was awarded the contract with a winning bid of \$585,000; this was also the lowest bid. The project is to commence March 1, 2017 and be completed by July 1, 2107. P. Braun reported that there will be further investigation into requesting the reduction of or waiving of tipping fees by the Wisconsin Department of Natural Resources.

VII. HOUSING REHABILITATION BUSINESS

A. Revolving Loan Fund Financial Reports

P. Braun provided a report on the current fund balances

Motion by: G. Maloney

Seconded by: D. Tienor

Moved that: the CDA accept the financial reports for the Housing program funds

Upon vote: the motion carried unanimously

B. Subordination requests.
None.

C. Notice of Sherriff's Sale: Loan # 307-98 CDBG
P. Braun reported that the City Attorney received a Notice of Sherriff's Sale for Loan # 307-98 CDBG.

D. Notice of Bankruptcy for Loan # 10-96 HOP and Loan # 36-94 HOME
P. Braun reported that the City Attorney received a Notice of Bankruptcy for Loan # 10-96 HOP and Loan # 36-94 HOME.

VII. ADJOURNMENT

Chairman Stangel adjourned the meeting at 4:50 PM.

ATTENDANCE

Members Present

Chairman John W. Stangel
Dennis Tienor
Anton Doneff
Ald. Lee Kummer
Emil Roth
Gene Maloney

Others Present

Peter Wills

Staff Present

Pauline Haelfrisch
Paul Braun
Lisa Mueller

Members Absent

Ald. Chris Able

Minutes submitted by: Pauline Haelfrisch and Nicolas Sparacio