



MINUTES

COMMUNITY DEVELOPMENT AUTHORITY

PLAN COMMISSION OFFICES

Regular Meeting
Wednesday
April 14, 2010

I. CALL TO ORDER

The meeting was called to order by Chairman John Stangel at 4:07 P.M.

II. ROLL CALL

<u>Members Present</u>	<u>Members Excused</u>	<u>Staff Present</u>
John Stangel	Dennis Tienor	David Less
Gene Maloney	Jim Noffke	Pauline Haelfrisch
Emil Roth		
Chris Able		
Jim Brey		

III. APPROVAL OF MINUTES OF THE REGULAR MARCH 10, 2010 MEETING

Chairman Stangel asked if there were any corrections or additions to the minutes of the regular March 10, 2010 meeting. Hearing none, the following action was taken.

Motion by: Mr. Brey	Seconded by: Mr. Maloney
Moved that: the CDA approve the minutes of the March 10, 2010 regular meeting	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 April, 2010 with the Board members. She also distributed a list of expenses and reviewed these with the Board. Discussion was held in regards to certain expenses – garage door problems – housing software program – lawn tractor.

The following action was taken.

Motion by: Mr. Maloney	Seconded by: Mr. Roth
Moved that: the CDA approve and authorize payment of the April, 2010 expenses	Upon vote: the motion was carried unanimously

- B. Agency Plan Approval
Pauline reviewed the different steps to the Plan with the Board members. Discussion was held in regards to our heating and cooling system for the



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building. We also discussed other future projects as the plan requires a five year forecast. Suggestions were made to the wording in the Plan and Pauline agreed to changes requested.

The following action was taken.

Motion by: Mr. Able	Seconded by: Mr. Maloney
Moved that: the CDA approve and accept the Five Year and Annual Agency Plan for FY2010	Upon vote: the motion was carried unanimously

C. Procurement Policy Approval

Pauline discussed the policy with the Board members. Discussion was held as to the contents of the policy. Board members offered suggestions in regards to contractors and bidding.

The following action was taken.

Motion by: Mr. Able	Seconded by: Mr. Maloney
Moved that: the CDA approve and accept the Procurement policy for the Manitowoc Housing Authority	Upon vote: the motion was carried unanimously

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Financial Report – Revolving Loan Program, 4/07/10

Mr. Less reviewed the financial report with the Board members for the revolving loan program. As of April 7, 2010 a total of \$523,800.54 in loan funds was available.

The following action was taken.

Motion by: Mr. Brey	Seconded by: Mr. Roth
Moved that: the CDA accept the 4/07/10 report and place on file	Upon vote: the motion was carried unanimously

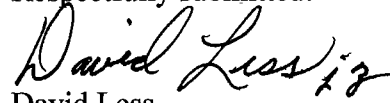
B. Update - Great Lakes Training and Development Bond Issue

NO REPORT

VI. ADJOURNMENT

The meeting was adjourned at 4:35 P.M.

Respectfully submitted:


David Less,
Executive Director