

MINUTES

COMMUNITY DEVELOPMENT AUTHORITY

PLAN COMMISSION OFFICES

Regular Meeting
Wednesday
June 16, 2010

I. CALL TO ORDER

The meeting was called to order by Chairman John Stangel at 4:00 P.M.

II. ROLL CALL

Members Present

John Stangel
Gene Maloney
Dennis Tienor
Matt Kadow
Emil Roth
Alex Olson

Members Excused

Jim Noffke

Staff Present

David Less
Pauline Haelfrisch

III. APPROVAL OF MINUTES OF THE REGULAR MAY 12, 2010 MEETING

Chairman Stangel asked if there were any corrections or additions to the minutes of the regular May 12, 2010 meeting. Hearing none, the following action was taken.

Motion by: Mr. Maloney

Moved that: the CDA approve the minutes of the May 12, 2010 regular meeting

Seconded by: Mr. Tienor

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 June, 2010 with the Board members. She also distributed a list of expenses and reviewed these with the Board.

Pauline informed the Board the issue she is having with the wiring to the apartments for the TV antennae. Pauline had Team Electronics come in and check the wiring. It was discovered that much of the wiring is bad between apartments. Dean from Team informed Pauline that it could cost anywhere from \$5,000 to \$10,000 to repair as they would have to check every apartment and make repairs along the way. There is no way of knowing how much time, materials, and labor would be needed.

Pauline also discussed with the Board members an option of installing dish satellites and offering the tenants the opportunity to receive satellite TV.

Pauline explained that the initial cost of installation of the dishes on the roof of the building would be \$12,000. The tenants would be able to purchase a package for \$24.50 a month for 250 channels.

Much discussion was held in regards to the TV service provided at Manitou Manor. It was decided by the Board that Pauline should go back to the tenants and take a survey to see what everyone has and what they would want in their apartments.

The following action was taken.

Motion by: Mr. Maloney
Moved that: the CDA approve and authorize
payment of the June, 2010 expenses

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

Mr. Olson arrived at 4:19 p.m.

B. FYE 2010 Budget Revision Approval

Pauline reviewed the FYE 2010 budget revision with the Board members. She discussed the various sections of the budget involving occupancy and expenses.

The following action was taken.

Motion by: Mr. Tienor
Moved that: the CDA approve the FYE 2010 Budget
Revision

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

C. 2010 Fall Conference Information

Pauline explained to the Board what the WAHA Fall Conference entails. She felt the members should be informed in regards to the structure of the Wisconsin Association of Housing Authorities (WAHA).

There are eight districts; and every year, one of the districts is delegated to “host” the conference. This is the year for our district and Pauline thought it important the Board knows that she is very much involved in the planning. The conference will be held at the Stone Harbor Resort in Sturgeon Bay from Sept. 13 – 16th. Pauline also distributed the registration and activity forms that she developed for this conference to the Board members.

It was suggested that the September CDA meeting be moved to Sept. 22nd in order for Pauline to attend.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Financial Report – Revolving Loan Program, 6/10/10

Mr. Less reviewed the financial report with the Board members for the revolving loan program. As of June 10, 2010 a total of \$530,212.54 in loan funds was available.

The following action was taken.

Motion by: Mr. Tienor
Moved that: the CDA accept the 6/10/10 report and
place on file

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

B. Design Review:

1. 707 York Street – Maritime Embroidery

David Less reported that this design review is an awning which he has no problems
with granting.

The following action was taken.

Motion by: Mr. Tienor
Moved that: the CDA approve the design review
application and award a certificate of appropriateness

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

C. Update – Great Lakes Training and Development Bond Issue

David reported that he would like to take action on this issue and put it to rest.
Some discussion was held in regards to this decision and the funds. David explained
that all funds unexpended would be reallocated to the Industrial Revolving Loan Fund
Account.

A Board member asked if Dave could put together some type of report showing
what was spent, what is left, and where it came from; what was paid to the
IRS; what was paid to attorney fees before the Board takes action on this matter.

Dave gave some background history to the new Board members about this bond issue.

This action will be tabled until the next meeting when David will submit a report to the
Board members.

VI. ADJOURNMENT

The meeting was adjourned at 4:40 P.M.

Respectfully submitted:

David Less,
Executive Director

DL/pmh