



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

MINUTES COMMUNITY DEVELOPMENT AUTHORITY

City Hall, 900 Quay Street | Second Floor Conference Room
4:00 PM | December 21, 2022

I. CALL TO ORDER

Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00 PM.

II. ROLL CALL

Present: John Stangel, Emil Roth, Gene Maloney, Anton Doneff, Ald. Tim Boldt, Ald. Michael Cummings

Absent: Dennis Tienor

Staff Present: Adam Tegen, Jen Bartz

Others Present: Serena Lewis, Kathy Vanover

III. APPROVAL OF MINUTES of the October 19, 2022 Meeting.

Motion by G. Maloney, seconded by Ald. T. Boldt, to approve the Minutes. Motion carried (6-0).

IV. PUBLIC HEARING

- a. Public Hearing Regarding Revisions to the Public Housing Agency's 5-Year Plan for Fiscal Years 2020-2024

S. Lewis reviewed the revision regarding the reallocation of funds from the sprinkler system upgrade in each apartment toward cold water line replacement. She stated that five quotes were requested, but only two were received that were very high.

Discussion ensued about the project and quotes received.

Chairman J. Stangel opened the public hearing.

There were no public comments.

Chairman J. Stangel closed the public hearing.

V. MANITOWOC PUBLIC HOUSING BUSINESS

- a. Financial Report and Approval of Monthly Expenditures
Motion by Ald. M. Cummings, seconded by Ald. T. Boldt, to approve the report and expenditures. Motion carried (6-0)
- b. Discussion and Possible Action: ACOP Policy Regarding Tenant Screening for Criminal History
S. Lewis reviewed the current policy and proposed revisions.

Discussion ensued among members regarding timeframe to be included in policy. It was stated that the goal is to protect the existing tenants.

A. Doneff stated that getting into a case-by-case basis could be an issue and added that the more detail written in policy, the safer it will be to avoid discrimination issues.

Motion by G. Maloney, seconded by E. Roth, to rewrite policy so language changes from three to ten years.

Motion carried (6-0).



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c. **Property Insurance Update**

S. Lewis provided an update that there was a significant increase of almost \$27k for the property insurance. She added that a new carrier was selected as the current carrier no longer insures housing authorities.

S. Lewis will proceed, but will check with other directors on how they are managing the increase and alternate carriers.

d. **Security Camera Project Update**

S. Lewis said that the project is for surveillance, intercom and access control. Martin Security will install in March 2023.

e. **Boiler System Pump Update**

S. Lewis said that Schaus Mechanical installed new, high efficiency pumps and there is no system noise any longer. Tenants are very happy the issue has been resolved.

VI. CONVENE IN CLOSED SESSION

The committee entered into closed session to discuss a specific subject matter: Manitou Manor Complaint Letter.

VII. RECONVENE IN OPEN SESSION

a. **Discussion and Possible Action: Manitou Manor Complaint Letter**

The committee reconvened and stated that no action was needed.

VIII. HOUSING BUSINESS

a. **Revolving Loan Fund Financial Reports**

b. **Chapter 7 Debtor Discharge: Stevens, CDBG #245-98, \$11,002.00**

c. **Chapter 7 Debtor Discharge: Garceau, CDBG #297-98, \$11,842.54**

All items were reviewed and placed on file.

IX. OTHER BUSINESS

a. **River Point District Update**

A. Tegen said two projects going out for BID and added that staff are working with two developers for housing projects.

G. Maloney about the Braun Building Center site and A. Tegen provided details of lease.

b. **1512 Washington Street Update**

A. Tegen said that staff are continuing to work with developer on a possible option to fill the funding gap. He added that the developer will apply for tax credit in January and they should find out the status in summer.

Ald. T. Boldt asked about development at the former mall site on Johnston Drive. A. Tegen said there are interested parties and discussions are ongoing.

X. ADJOURNMENT

Motion by Ald. T. Boldt, seconded by Ald. M. Cummings, to adjourn the meeting at 4:45PM.

Motion carried (6-0).