



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

MINUTES COMMUNITY DEVELOPMENT AUTHORITY

City Hall, 900 Quay Street | Second Floor Conference Room
4:00 PM | April 19, 2023

I. CALL TO ORDER

Acting Chairman G. Maloney called to order the regular meeting of the Community Development Authority at 4:00 PM.

II. ROLL CALL

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

Absent: John Stangel, Dennis Tienor

Others Present: Serena Lewis

Staff Present: Adam Tegen, Jen Bartz

III. APPROVAL OF MINUTES of the March 15, 2023 Meeting.

Motion by A. Doneff, seconded by E. Roth, to approve the Minutes. Motion carried (5-0)

IV. MANITOWOC PUBLIC HOUSING BUSINESS

a. Financial Report and Approval of Monthly Expenditures

Motion by Cummings, seconded by Boldt to approve the report and expenditures.

Motion carried (5-0).

b. Discussion and Possible Action: FYE 2023 Budget Revision

S. Lewis reviewed the revisions and highlighted specific changes including software and computer-related, legal, and staff training expenses, as well as insurance. She stated that the revision needs to be approved by CDA, then sent to HUD for approval.

G. Maloney asked about timing of capital budget. S. Lewis said it will be presented in May.

A. Doneff asked for clarification on accrual information. S. Lewis said the fiscal year is July 1-June 30.

Motion by A. Doneff, seconded by Ald. M. Cummings, to approve the budget as presented.

Motion carried (5-0).

c. Discussion and Possible Action: Pet Policy

S. Lewis provided an overview of the revised pet policy and added that it was reviewed by an attorney. Discussion ensued with suggestion to refer to state statute in policy, if needed.

Members approved as proposed.

d. Facility Updates

S. Lewis shared that the conversion to key fob entry is underway. She said she did a walk through with the Martin Security and punch list for final inspection. She added that they provided additional security options, including adding panic button. S. Lewis will verify cost to add additional service and installation.



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

Ald. M. Cummings stated that, based on his expertise, he recommends the additional security level be included.

Ald. T. Boldt suggested and insurance reevaluation be requested once upgrade is complete as it may provide a cost savings on rates.

V. HOUSING BUSINESS

- a. Revolving Loan Fund Financial Reports
The reports were reviewed and placed on file.

G. Maloney asked about demo notices on homes and the process. A. Tegen provided an overview of the process. Discussion ensued among members.

VI. OTHER BUSINESS

- a. River Point District Update
A. Tegen stated that the most recent BID for Phase 2 of the project was awarded to Vinton and activity should begin in May. He added that the term sheet for River Landing condos was approved by Common Council.
- b. 1512 Washington Street Update
A. Tegen stated that the environmental consultant will be on site to do water sampling. He added that the latest report has been sent to WIDNR.

He added that the developer will find out in May/June if the proposed project will receive tax credits.

VII. ADJOURNMENT

Motion by Ald. T. Boldt, seconded by Ald. M. Cummings, to adjourn the meeting at 4:50pm. Motion carried (5-0).