

**Community Development Authority of the City of Manitowoc
Meeting Minutes
Wednesday, September 19, 2018**

I. CALL TO ORDER

Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00 PM on September 19, 2018 at the Community Development Department offices.

Chairman J. Stangel reported that P. Haelfrisch was excused from the meeting due to a prior commitment.

II. ROLL CALL

L. Mueller conducted the roll call.

III. APPROVAL OF MINUTES of the regular August 15, 2018 meeting

Chairman J. Stangel asked if there were any corrections or additions to the minutes of the regular meeting held on August 15, 2018.

The following action was taken.

Motion by: G. Maloney

Seconded by: E. Roth

Moved that: the CDA approve the minutes of the August 15, 2018 meeting.

Upon vote: the motion carried unanimously

IV. MANITOWOC PUBLIC HOUSING BUSINESS

A. Financial Report and Approval of Monthly Expenditures

P. Haelfrisch provided the monthly reports of finances and expenditures to the Board members.

The following action was taken:

Motion by: G. Maloney

Seconded by: D. Tienor

Moved that: the CDA approve and authorize payment of the September, 2018 expenses

Upon vote: the motion carried unanimously

B. Parking Lot Update

G. Maloney reported that he had spoken with P. Haelfrisch and the parking lot project was completed a day before the HUD physical inspection. G. Maloney stated that the expense for the additional patching was added to the cost of the project. The parking lot will need to be redone and P. Haelfrisch has it in the agency plan to have it replaced in 2023.

C. Contractor for Unit Bathrooms

Chairman J. Stangel stated that P. Haelfrisch reported the HUD Inspector did not take away any points for the discoloration on the bathroom floors in the units.

D. Physical Inspection Report

Chairman J. Stangel reported that he had spoken with P. Haelfrisch in regards to the inspection and she felt that it went well. HUD had not given out the score at that point. There was an issue with a locked door in the boiler room that P. Haelfrisch stated she was going to follow up on.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Revolving Loan Fund Financial Report.

The fund balance was reported. P. Wills, Progress Lakeshore, provided an update on the State RLF ED Close Program. No action taken.

B. Discussion and Action for Revolving Loan Fund Application: 315 N 8th Street (Strand Adventures)

P. Wills presented the request including the project narrative and funding sources commenting that this is a catalytic project for the northern end of the downtown area.

The following action was taken:

Motion by: E. Roth

Seconded by: A. Doneff

Moved that: the CDA approve

Upon vote: the motion carried unanimously. D. Tienor and G. Maloney abstained.

VI. OTHER BUSINESS

A. Monthly Report on 1512 Washington Street Demolition

P. Braun provided an update relative to the EPA Community Wide and Site Specific grants.

B. Update on potential acquisition of Canadian National Peninsula Property

City Attorney Kathleen McDaniel introduced the request. The City of Manitowoc has targeted this area for future redevelopment in the Comprehensive Plan. There is a signed offer to purchase. A Phase II Environmental Assessment shall be conducted as due diligence before the City of Manitowoc acquires the property. In addition it is requested that the Community Development Authority declare the property blighted.

The following action was taken:

Motion by: D. Tienor

Seconded by: G. Maloney

Moved that: the Community Development Authority go on record in support of a council resolution declaring the property blighted

Upon vote: the motion carried unanimously

HOUSING REHABILITATION BUSINESS

- A. Approval of Revolving Loan Fund Financial Reports
The fund balances were reported. No action taken.
- B. Discussion for Revolving Loan Fund Application: HO # 19 Emergency Loan.
P. Braun introduced the item which was an emergency loan for a leaking water service. No action taken.

VII. ADJOURNMENT

Chairman J. Stangel adjourned the meeting at 5:00 p.m.

ATTENDANCE

Members Present

John W. Stangel
Gene Maloney
Emil Roth
Dennis Tienor
Anton Doneff

Members Excused

Ald. L. Kummer
Ald. J. Novak

Staff Present

Paul Braun
Lisa Mueller
Attorney Kathleen McDaniel

Staff Excused

Pauline Haelfrisch

Others Present

Curt Hall
Peter Wills