

Community Development Authority of the City of Manitowoc
Meeting Minutes
Wednesday, June 19, 2019

I. CALL TO ORDER
Board Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00 PM on June 19, 2019 at the Community Development Department offices.

II. ROLL CALL
P. Haelfrisch conducted the roll call.

III. APPROVAL OF MINUTES of the regular May 15, 2019 Meeting
Board Chairman J. Stangel asked if there were any corrections or additions to the minutes of the regular Meeting held on May 15, 2019.

Hearing none, the following action was taken.

Motion by: A. Doneff

Seconded by: E. Roth

Moved that: the CDA approve the minutes of the May 15, 2019 meeting.

Upon vote: the motion carried unanimously

IV. MANITOWOC PUBLIC HOUSING BUSINESS

A. Financial Report and Approval of Monthly Expenditures

P. Haelfrisch discussed the monthly reports of finances and expenditures she had provided to the Board members. P. Haelfrisch explained that she drew down a large portion of the 2017 Capital Fund for the refrigerator/stove project. Also, the operating subsidy funding allocation included "make-up" funding from previous months.

The following action was taken:

Motion by: D. Tienor

Seconded by: Ald. Novak

Moved that: the CDA approve and authorize payment of the June, 2019 expenses

Upon vote: the motion carried unanimously

B. HUD Five Year Annual / Action Plan

P. Haelfrisch stated that all Board members should have received a copy of the agency/action plan with their packet. P. Haelfrisch explained what HUD requires for these plans. The plan will now be considered a "fixed" plan and no longer a "rolling" plan. Further discussion was held, and a public hearing must be conducted before any further action is taken.

C. Over Income Policy Approval

P. Haelfrisch discussed with the Board members the reason Hud requires this policy. Currently, there are no tenants that are over income at Manitou Manor Apartments; and P. Haelfrisch discussed the steps in the policy that would be taken if there was a tenant in this situation.

The following action was taken.

Motion by: D. Tienor

Seconded by: Ald. Novak

Moved that: the CDA approve the Over Income Policy subject to the following correction: VLI to take place of LVI

Upon vote: the motion was carried unanimously

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Revolving Loan Fund Financial Report

Motion by: Ald. Kummer

Seconded by: Ald. Novak

Moved that: the CDA accept the financial reports

Upon vote: the motion carried unanimously

B. Revolving Loan Fund Business

C. Design Review Application: 2 N 8th Street, Sign Project

Motion by: Ald. Kummer

Seconded by: D. Tienor

Moved that: the CDA approve the Design Review and direct Community Development staff to review and grant a Certificate of Appropriateness for the additional proposed directional arrow sign if the design is approved.

Upon vote: the motion carried unanimously

D. Design Review Application: 901 S 8th Street, Window Replacement Project
Application Withdrawn.

VI. HOUSING BUSINESS

A. Revolving Loan Fund Financial Reports

Motion by: Ald. Kummer

Seconded by: Ald. Novak

Moved that: the CDA accept the financial reports

Upon vote: the motion carried unanimously

B. CDBG Housing Loan Business: None

C. CDBG Subordination Request: None

D. 5422Home Business

N. Mueller provided an update of the program to date. 30 applications have been received and reviewed, 25 applications have been approved, 3 applications have been denied for not meeting the program requirements, and 15 loans have been closed.

VII. OTHER BUSINESS

A. Monthly Report on 1512 Washington Street

VIII. ADJOURNMENT

Chairman John Stangel adjourned the meeting at 4:50 p.m.

ATTENDANCE

Members Present

John Stangel
Dennis Tienor
Emil Roth
Anton Doneff
Ald. Lee Kummer
Ald. Jeremiah Novak

Members Absent

Gene Maloney

Staff Present

April Kroner
Nick Mueller
Paul Braun
Pauline Haelfrisch

Staff Excused

Lisa Mueller

Others Present:

Megean Lauson
Keith Koch
Peter Wills