

**MINUTES
REDEVELOPMENT AUTHORITY OF THE CITY OF FOND DU LAC**

**REGULAR MEETING
WEDNESDAY, MARCH 20, 2024**

**City/County Government Center, Meeting Room A
7:30 a.m.**

1. Kolstad called the meeting to order at 7:30 a.m. The meeting was held in Room A of the City/County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin.

2. Roll Call

Present

Absent

Michelle Angell
Jeff Hayes
Keith Heisler
Brian Kolstad
Michelle Ludtke
Ann Pierce

None

Arndt declared a quorum present

Staff in attendance:

Dyann Benson, Director of Community Development
Merry Arndt, Community Development Specialist

Others in attendance:

None

3. Approval of Minutes

- A. Open and Closed Minutes from the Regular Meeting of February 21, 2024

Hayes made a motion to approve the minutes of the Regular meeting on February 21, 2024, seconded by Heisler. Motion Carried.

4. New Business

- A. Approval of Financial Statement

(1) Redevelopment Authority Monthly Financial Statement

Benson reviewed the monthly financial statement.

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Ludtke made a motion to approve the Redevelopment Authority Monthly Financial Statement as presented, seconded by Angell. Motion Carried.

B. Resolution No. 24-04 - A Resolution Approving the Revised Housing Rehabilitation Loan Program Guideline and Procedures Manual

Benson reviewed the Housing Rehabilitation Loan Program Guidelines and Procedures Manual with the RDA asking that the following language be added.

Adding additional language to determine if an after-rehab appraisal should be order if the scope of work is specifically for general maintenance and therefore would not increase the value of the property.

Raising the asset limitation for the housing rehabilitation loans for low-moderate income homeowners. Non elderly would be 1.5 times the eligible income limit and elderly would be 2 times the eligible income limit.

Adding language to charge a third party vendor for obtaining employment verification if there is a fee for accessing such verification.

Benson also discussed adding language pertaining to loan terminations to include, proposed work scope is the result of homeowner's incomplete and/or inappropriate home improvement/ rehabilitation efforts as the program would be correcting mistakes created by the homeowner.

Heisler made a motion to amend Resolution No. 24-04 to add language pertaining to loan termination, seconded by Pierce. Motion Carried

Ludtke made a motion to approve Resolution No. 24-04 as amended, seconded by Angell. Motion Carried.

C. Financial Assistance for Domestic Violence Shelter at 75 W Division Street

The Solution Center previously sheltered individuals experiencing domestic violence at 75 W Division Street. About a years or so ago, they partnered with Holy Family Catholic Community and moved to one of the residences at Sacred Heart Church off of Western Avenue. Solution Center would like to return to the Division Street property but the property is in need of some upgrades, including electrical and water closets. Staff worked with a local architect to identify estimated costs for completing the upgrades. This includes redoing all six (6) of the bathrooms, repairing the broken plumbing and updating the electrical. The estimated cost of the work items is \$185,000-\$200,000.

It was general consensus of the RDA members that staff should continue to work with the architect to finalize plans for bidding and the project will be undertaken directly by the RDA.

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D. Adjourn to Closed Session

Heisler made a motion to adjourn into closed session. Hayes seconded the motion and the roll call was as follows: Angell, aye; Hayes, aye; Heisler, aye; Kolstad, aye; Ludtke, aye; Pierce, aye. Motion Carried.

E. Reconvene into Open Session Immediately Upon Conclusion of the Closed Session

Heisler made a motion to reconvene into open session. Hayes seconded the motion and the roll call was as follows: Angell, aye; Hayes, aye; Heisler, aye; Kolstad, aye; Ludtke, aye; Pierce, aye. Motion Carried.

F. Resolution 24-05 – A Resolution Approving the Residential Rehabilitation Loan Under the Community Development Block Grant Program and/or HOME Program

Hayes made a motion to approve Resolution No. 24-05, seconded by Heisler. Motion Carried.

G. Action on Potential Loan Applicant Which Does Not Meet Housing Rehabilitation Loan Program Guideline

Hayes made a motion to deny the continued processing of this loan application due to current collections accounts and judgements; seconded by Angell. Motion Carried.

5. Correspondence - None

6. Motion to Adjourn

The Authority adjourned by unanimous consent at 8:20 a.m.

Respectfully submitted,

Merry Arndt
Community Development Specialist

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REDEVELOPMENT AUTHORITY OF THE
CITY OF FOND DU LAC**

**REGULAR MEETING
WEDNESDAY, MARCH 20, 2024
CLOSED SESSION**

Roll Call

Present

Absent

Michelle Angell
Jeff Hayes
Keith Heisler
Brian Kolstad
Michelle Ludtke
Ann Pierce

None

Arndt declared a quorum present

Staff in attendance:

Dyann Benson, Director of Community Development
Merry Arndt, Community Development Specialist

Others in attendance:

None

A loan being considered for approval under the CDBG and/or HOME Program was reviewed. Also discussed was a loan applicant which does not meeting Housing Rehabilitation Loan Program Guidelines.

Respectfully submitted,

Merry Arndt
Community Development Specialist