

## MINUTES

### REDEVELOPMENT AUTHORITY OF THE CITY OF FOND DU LAC REGULAR MEETING WEDNESDAY, MARCH 18, 2015

City/County Government Center, Meeting Room D & E  
7:30 a.m.

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

2. Arndt called the roll

Present

Absent

Richard Ewald

Mary Giles (excused)

Terry Hansen-Beno

Karyn Merkel

Anne Pierce

Doug Teletzke

Sarah Van Buren (by telephone)

Arndt declared a quorum present

Staff in attendance:

Dyann Benson, Director of Community Development

Merry Arndt, Community Development Specialist

3. Approval of Minutes

A. Open and Closed Session Minutes From the Regular Meeting of February 18, 2015

Ewald made a motion to approve the minutes of the regular meeting of February 18, 2015; seconded by Merkel. Motion carried.

4. New Business

A. Approval of Financial Statement

(1) Redevelopment Authority Monthly Financial Statement – February 2015

(2) Economic Development Revolving Loan Fund (EDRLF) Quarterly Report  
Dated December 31, 2014

Hansen-Beno made a motion to approve the Redevelopment Authority's monthly financial statements as presented; seconded by Pierce. Motion carried.

B. Resolution No. 15-08 – A Resolution Authorizing the Reallocation of the PY2014 Community Development Block Grant (CDBG) Funding From Owner Occupied Rehabilitation – Grant to Blight Elimination Program

Benson explained that the City's proposed purchase of the property at 52 Sheboygan Street qualifies for Community Development Block Grant (CDBG) funding for blight elimination. The project also serves low and moderate income persons within the community through the services provided by the library.

Motion made by Pierce to approve Resolution No. 15-08; seconded by Ewald.  
Motion carried.

C. Report on Fair Housing Services – Quarterly Report

Benson reviewed that in June 2013, the RDA approved a Subrecipient Agreement with the Metropolitan Milwaukee Fair Housing Council (MMFHC) to provide Fair Housing Services. As an Entitlement community within the CDBG Program, the City is required to undertake certain efforts to promote, or affirmatively further, fair housing. Fair housing services provided by the Fair Housing Council include enforcement; education and outreach; fair lending and research/analysis of affordable housing opportunities. Benson reviewed MMFHC's report for the Quarter ending on October 31, 2014.

D. Discussion Regarding Debt Calculation and Appraisal Requirements

Benson reviewed proposed changes to the Debt Calculation requirements for the Housing Rehabilitation Loan Program Guidelines and Procedures Manual. The proposed changes would minimize unnecessary cost to clients. The 50% threshold applies to the majority of Program clients. However, there are times when the work items will not impact the value of the property. This becomes an unnecessary cost to the loan applicant. The changes would also not include any lead-based paint associated costs. The Program is required to undertake lead based paint associated work items no matter the impact of the value of the property. Any loan in the amount of \$6,000 or less shall not be required to have an appraisal completed regardless of the Debt to Value ratio. In most cases, work items in the amount of \$6,000 or less will not substantially increase the value of the property to warrant the cost of the appraisal.

There was consensus to support changes to the Housing Rehabilitation Loan Program Guidelines and Procedures Manual regarding the debt calculations and appraised value.

E. Adjourn to Closed Session

Ewald made a motion to adjourn into closed session. Hanson-Beno seconded the motion and the roll call vote was as follows: Ewald, aye; Hansen-Beno, aye; Merkel, aye; Pierce, aye; Teletzke, aye; Van Buren, aye. Motion carried.

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

Merkel made a motion to reconvene into open session. Ewald seconded the motion and the roll call was as follows: Ewald, aye; Hansen-Beno, aye; Merkel, aye; Pierce, aye; Teletzke, aye; Van Buren, aye. Motion carried.

G. Resolution No. 15-09 – A Resolution Approving the Residential Rehabilitation Loans Under the Community Development Block Grant Program and/or HOME Program

Merkel made a motion to approve Resolution No. 15-09; seconded by Pierce. Motion carried.

H. Action on Request for Subordination – Loan No. 12.02

Pierce made a motion to approve request for Subordination Loan No. 12-02; seconded by Van Buren. Motion carried.

5. Correspondence - None
6. Other Matters as are Authorized by Law
7. Motion to Adjourn

The Authority adjourned by unanimous consent at 8:05 a.m.

Respectfully submitted,

Merry Arndt  
Community Development Specialist

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

**WEDNESDAY, MARCH 18, 2015  
CLOSED SESSION**

Present

Richard Ewald  
Terry Hansen-Beno  
Karyn Merkel  
Anne Pierce  
Doug Teletzke  
Sarah Van Buren (by telephone)

Absent

Mary Gilles (excused)

Arndt declared a quorum present.

Staff in attendance:

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

Others in attendance:

None

One loan being considered for approval under the CDBG and/or HOME Program was reviewed.  
Also discussed was a request for Subordination – Loan No. 12.02.  
Respectfully submitted,

Merry Arndt  
Community Development