

A quorum of the Administration Committee, Board of Public Works, Park Board, and/or Common Council may attend this meeting; (Although it is not expected than any official action of any of those bodies will be taken).

**CITY OF MENASHA
HOUSING AUTHORITY
Council Chambers, 3RD Floor City Hall
140 Main Street, Menasha**

November 3, 2009

6:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the June 16, 2009 Housing Authority Meeting](#)
- D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
Five (5) minute time limit for each person
- E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Neighborhood Stabilization Program Update
 - 2. Lead Hazard Reduction Program Update
- F. DISCUSSION
 - 1. Available Funds From 2009-2010 HOME Rehab Fund and CDBG RLF Fund
- G. ACTION ITEMS
 - 1. Consideration of Housing Program Applicants
 - 2. Conflict of Interest
- H. ADJOURNMENT

**CITY OF MENASHA
HOUSING AUTHORITY
Council Chambers, City Hall – 140 Main Street
June 16, 2009
DRAFT MINUTES**

A. CALL TO ORDER

Meeting called to order by Comm. Haffner at 6:00 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Frank Haffner, Cliff Fischer, Bob Gloede, Christine Kaup and Tim Maurer

MEMBERS EXCUSED: Antoine Tines and Michael Sheleski

OTHERS PRESENT: Mary Bach and Greg Keil, CDD

C. MINTUES TO APPROVE

1. Minutes to Approve

Minutes from the last meeting will be sent to members for further review.

D. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute limit for each person.

1. No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Neighborhood Stabilization Program Update

Mary Bach summarized the programs intent, requirements and funding. \$1.2 million is being allocated through the Winnebago County Housing Authority who is lead agency for purchase, rehab and resale of foreclosed, vacant and/or blighted properties in Winnebago County. Funds are also available for demolition and redevelopment of blighted properties, and land banking. It is assumed three or more homebuyer projects will be in Menasha and another six redevelopment projects done in conjunction with Habitat for Humanity will be committed within the 18 month time period.

2. CDBG Housing Program Application

Mary Back indicated that an application for CDBG funds had been submitted to the Division of Housing. Menasha has not received CDBG funds since 2000 since the funding guidelines for the CDBG Program had been changed in 2006. Mary Bach explained that we currently have less than \$34,000 in the CDBG RLF fund. Additional HOME funds have been set aside for rehab projects in Menasha as a result of our cooperative agreement with the Winnebago County Housing Authority who submitted a HOME application in 2008.

F. DISCUSSION ITEMS

1. None

G. ACTION ITEMS

1. Consideration of Housing Program Applicants

Applicant #94-09. This project was an emergency assistance project that required the replacement of a faulty gas furnace. Project was completed for \$2,411.00. Moved by Comm. Maurer, seconded by Comm. Fischer as completed. The motion carried.

Applicant #95-09. This project is for a roof repair including some structural reinforcement. HOME funds and/or CDBG funds may be used for this project. Moved by Comm. Fischer, seconded by Comm. Maurer to authorize \$12,755 (as per bid) for roof repair. The motion carried.

Applicant #96-09. This project is for an emergency sewer repair/replacement. Moved by Comm. Haffner, seconded by Comm. Kaup to authorize \$5,300.00 for the sewer repair on the condition

that the water pipe be replaced at the same time as the sewer work is done if necessary and that additional CDBG funds be approved for that repair. The motion carried.

Applicant #97-09. This project is a request for window replacement, code work, weatherization upgrades, etc. Disabled vet purchased home earlier this month. Referred to ADVOCAP for weatherization improvements. Motion by Comm. Haffner to table the request, seconded by Comm. Maurer. The motion carried.

H. ADJOURNMENT

Moved by Comm. Haffner, seconded by Comm. Fischer to adjourn at 6:15 PM. The motion carried.

Minutes respectfully submitted by Mary Bach, Community Housing Coordinators