



City of Waupun

201 E. Main Street
Waupun, WI 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

Community Development Authority
Minutes of Working Meeting on March 18, 2014
Approved 5/20/14

The Waupun Community Development Authority met Tuesday, March 18, 2014 at 4:00pm in the Council Chambers.

Mayor Steger called the meeting to order at 4:00 PM.

Members present on roll call are Jill Vanderkin, Nancy Vanderkin, Mayor Jodi Steger, Sue VandeBerg, Mike Ford and Derek Drews. Member John Karsten is excused.

City staff in attendance are City Attorney Dan VandeZande, Building Inspector Mary Kay Vogel and Administrative Assistant Michelle Kast.

No audience present.

No media representatives present.

Motion VandeBerg, second Drews to approve the minutes of the January 21, 2014 meeting of the Community Development Authority. Motion carried unanimously.

Kast presented information on housing grant write offs. 5 write-offs for the CDBG program and 3 for the HOME/HCRI program were requested. Reasons for the write-offs included foreclosures, short sales and adjusting a minimal outstanding balance. Short sales were discussed. Attorney VandeZande and member Drews recommended that short sales be reviewed by the housing sub-committee as they occur. It was also recommended that all write-off requests be presented to the housing sub-committee for initial consideration and a recommendation be forwarded to the CDA for action at the next meeting.

Building Inspector Vogel provided members with an update on the properties located on the S. side of the 300 block of E. Main, which were inspected in 2013.

Kast reviewed the February financial reports. Expenses are minimal so far this year, at \$312.57. Revenue is \$275. Property taxes receivable are approximately \$55,400.

Motion N. Vanderkin, second Ford to approve the financial reports. Motion carried unanimously.

This will be member Ford's last meeting.

Next meeting date: Tentatively April 15, 2014 at 4:00pm

Motion J. Vanderkin, second by VandeBerg to call the meeting adjourned at 4:17pm.
Motion carried unanimously.

Michelle Kast
Administrative Assistant