



City of Waupun

201 E. Main Street
Waupun, WI 53963
Phone: 920-324-7900
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“Wild Goose Center of Wisconsin”

A regular monthly meeting of the Waupun **Community Development Authority** will be called to order at **4:00 P.M. on Tuesday, March 17, 2015** at the Waupun City Hall Council Room.

AGENDA

1. Call to Order – Mayor Kyle Clark, Chairperson
2. Roll Call of All Members
3. Consider for Approval December 16, 2014 Minutes
4. Consider for Approval Housing Program Write-Off – \$8,813.82 / Foreclosure
5. Consider for Approval Housing Program Loan – HO# 121 \$30,500
6. Consider for Approval: Financial Reports
7. Discussion and Possible Action on 2015 Budget
8. Other Business
9. Set Agenda Items for Next Meeting
10. Next Meeting Date: Tuesday, April 21, 2015 at 4:00pm
11. Adjourn

It is possible that members of, and possibly a quorum of members of other government bodies of the municipality, may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any governmental body at the above-mentioned meeting other than the governmental body specifically referred to in this notice.

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, call the City Clerk's office at (920) 324-7900.

CC:

Community Development Authority
City Council
Department Heads
City Attorney

News Media
Sue Koehn, MSA



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Community Development Authority
Minutes of Working Meeting on December 16, 2014
DRAFT

The Waupun Community Development Authority met Wednesday, December 16, 2014 at 4:00pm in the Council Chambers.

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

Members present on roll call are Jill Vanderkin, Nancy Vanderkin, Mayor Kyle Clark, Cassandra VerHage, Derek Drews. Members John Karsten and Sue VandeBerg are excused.

City Attorney Dan VandeZande and Administrative Assistant Michelle Kast are also in attendance.

No audience or media present.

Motion J. Vanderkin, second N. Vanderkin to approve the minutes of the August 20, 2014 CDA meeting. Motion carried unanimously.

Kast presented the financial reports for November. Approximately \$74,300 in expenses year to date, almost \$28,200 of which are related to the bike trail. YTD revenue is almost \$64,800.

Motion VerHage, second J. Vanderkin to approve the financial reports. Motion carried unanimously.

Mayor Kyle provided a 2014 Year in Review. Projects included cleaning, tuckpointing, painting, issuing a grant payment to ER Controls. Outstanding grants were discussed.

Discussion on 2015 budget. Possible projects include Golden Cup, Dance Studio, Back Side of Buildings (burying overhead lines), Interior Needs (electrical/wiring/fuses), Banners, Hanging Flower Baskets. Funding anticipated to increase from about \$58,000 to \$78,000. Interest expressed in backside alley improvements. Line burying estimates will be obtained from Waupun Utilities.

Next meeting date: Tentatively Tuesday, January 20, 2015 at 4:00pm

Possible agenda items: Targeted Projects for 2015

Motion N. Vanderkin, second by Drews to call the meeting adjourned. Motion carried unanimously.

Submitted by Michelle Kast

DRAFT

Housing Program Write-Off Request

To CDA for Action March 2015

CDBG Program

RLF HO #22 - Foreclosure **\$8,813.82**

CDBG A/R Balance:

12/31/14 Balance	1,527,626.63
Less Write-Off	<u>(\$8,813.82)</u>
Revised Balance	1,518,812.81

**City of Waupun
Community Development Authority
Sub-Committee Meeting
Tuesday, May 20, 2014
9:00 a.m.**

The meeting was called to order at 9:00 a.m.

Present at the meeting were:

Kyle Clark
John Karsten
Angie Hull
Sue Koehn, MSA Professional Services

Members Absent:

None

CDBG and HOME/HCRI Write offs

CDBG write-offs for 2014 total \$62,199.97 due to foreclosures and short sales. These amounts are requested to be written off so they do not show on the AR report.

There are two HOME/HCRI write offs due to short sale. The program received all but \$6,745.29 and \$10,130.00. These are the amounts being requested to be written off.

On a motion by Clark, seconded by Karsten, the above short sales were approved for write off. All in favor.

HO #121

This is a low income household purchased in 2008. The unpaid mortgage is \$72,902.32, fair market value is \$88,500.00 = equity \$15,597.68. The total amount requested for this project is \$30,500.00 for the items listed on the Work Review. On a motion by Hull, seconded by Clark, this homeowner was approved for the \$30,500.00. Vote was unanimous.

Other Business:

The sub-committee will now review any short sale requests before the sale can proceed. Foreclosures will still go to the CDA for write off approval due to the fact the liens are removed in the foreclosure process.

Conflict of Interest: None



Sue Koehn
Housing Program Specialist