

COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

10/15/13

MEMBERS PRESENT: David Piehler, Andy Witt, Dorothy Korzilius, Sarah Napgezok, Romey Wagner

MEMBERS ABSENT: Russ Wilson, Jim Brezinski

OTHERS PRESENT: Betty Noel, Juli Birkenmeier, Ann Werth, Anne Jacobson, Tammy Stratz,

(1) Call Meeting to Order

Meeting was called to order at 3:05 pm in the CDA Boardroom at 550 E. Thomas Street, Wausau, WI.

(2) Approval of Minutes

Napgezok moved to approve the minutes from 08/27/2013. Wagner seconded. Motion approved unanimously.

(3) Riverview Towers LLC Construction Update

Werth stated that Northland Painting has finished pressure washing and painting the sunshades. She gave an update on the tenant parking and maintenance garages and stated that the project is currently on budget.

Werth stated that CDA staff had a meeting with the City's Engineering staff and added that the City of Wausau has agreed to install the storm drainage for Riverview Terrace in spring of 2014, reducing the driveway costs relating to the Riverview Towers project.

She reported that the 3rd floor relocation has been completed and Gorman has already begun the 2nd floor renovation. Werth said that due to the elevator modernization, the building is down to one operating elevator for the remainder of the year. Construction will be completed by December 31, 2013.

Werth stated that Becker Communications has begun hanging corridor and stairwell artwork on the 10th floor and CDA staff has received many favorable comments from residents.

(4) Discussion and Possible Action Upon Request for Waiver of Potential Conflict of Interest Regarding Mark Patterson

Piehler discussed action that was taken to eliminate a potential conflict of interest regarding Mark Patterson, a relative of Ann Werth, who is applying for housing at Riverview Towers. There is a potential conflict of interest due to Werth being the CDA's Executive Director. Werth contacted John Finger at HUD relative to this matter and Chairman Piehler followed up with an email reiterating that Werth is not involved in the day-to-day operations of Riverview Towers or in decisions relating to tenants. In a letter dated September 9, 2013, HUD found good cause for approving the request for waiver but requires disclosure of the potential conflict of interest acknowledged in the minutes of a CDA Board meeting, approval by the Board of Commissioners and adopted by resolution. HUD further requires a legal opinion stating that the potential conflict of interest is permitted under State and local law. On October 11, 2013, Anne Jacobson drafted a legal opinion for this matter.

Resolved, that the Board of Commissioners of the Wausau CDA acknowledges disclosure of the potential conflict of interest in regard to the application for tenancy of Mark Patterson based on his familial relationship to the CDA's Executive Director, Ann Werth, and, after review of the September 9, 2013 correspondence from John Finger of HUD and the opinion of City Attorney, Anne Jacobson, dated October 11, 2013, approves offering tenancy to Mark Patterson if he is otherwise qualified, and directs that the requirements of HUD be followed with respect to administering any such tenancy.

Witt made a motion to adopt the resolution and send pertinent documentation to HUD for final approval. Napgezsek seconded. Motion approved unanimously.

(5) Consideration and Possible Action on Resolution 13-003 – Annual PHA Plan for Fiscal Year 2014

Noel reviewed the PHA Plan for 2014 and explained that it is a comprehensive guide to the CDA's policies, programs, operations and strategies for meeting local housing needs and goals and is required by HUD on an annual basis. She said the 2014 Plan includes updates on the Riverview Towers renovation, scattered site projects and outlines the progress of all open Capital Funding grants. Wagner made a motion to approve Resolution #13-003. Witt seconded. Roll call vote was taken with unanimous consent.

(6) Operational Issues and Current Activities

Werth discussed the results of the Riverview Towers tenant meeting held prior to Board meeting. She said that Riverview Towers has already incurred costs of nearly \$14,000 for bed bug inspections and remediation. Werth is investigating the possibility of charging the tenant if there is a re-infestation of the bed bugs.

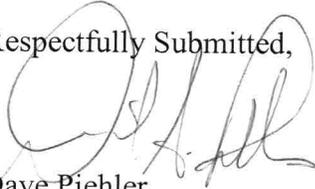
Noel stated that the Bopf Street window replacement and the Scattered Site landscaping projects have both been completed. Werth added that Tara Alfonso continues to work on the Scattered Site furnace warranty issue and said that the Riverview Terrace loan will be going to the Finance Committee at their next meeting.

Werth also discussed the new signage for Riverview Terrace.

(7) Adjourn

Wagner moved to adjourn, Witt seconded. Meeting adjourned.

Respectfully Submitted,


Dave Piehler
Chairperson