

COMMUNITY DEVELOPMENT AUTHORITY
FINANCE COMMITTEE MINUTES

12/12/13

MEMBERS PRESENT: Russ Wilson, Andy Witt, Romey Wagner

MEMBERS ABSENT:

OTHERS PRESENT: Juli Birkenmeier, Betty Noel, Ann Werth

(1) Call Meeting to Order

Meeting was called to order at 7:35 am in the CDA Boardroom at 550 E. Thomas Street, Wausau, Wisconsin.

(2) Approval of Minutes

Wagner moved to approve the minutes from 11/05/2013. Witt seconded the motion. Motion approved unanimously.

(3) Review of CDA Accounts and Capital Funds

Noel reviewed the monthly investment balances for November. She stated that there have been no recent changes in accounts but noted that the first of two \$200,000 installments, repaying the Wausau Community Development Department for the Riverview Terrace loan will be made in early 2014 using funds drawn on an account at Associated Bank.

Noel stated that the 2011 Capital Fund is near full-expenditure and the 2012 Capital Fund is nearing a final obligation date in March 2014.

Noel then gave an update on the 2013 Capital Fund stating that the Fund is currently under HUD review due to an apparent missed obligation deadline relating back to a 2010 grant. HUD has suspended these funds until their review has been completed. HUD's Milwaukee Field Office reported that a deadline violation may result in some level of penalty which, according to regulations, could mean an offset amounting to 1/12 of the current 2013 grant for each month the CDA was in noncompliance. Noel stated that she is working closely with the Milwaukee Field Office to resolve the matter and provide further documentation. She will bring further updates as soon as they are made known.

(4) Review of Riverview Towers LLC 2014 Budget

Noel presented and reviewed the Riverview Towers LLC 2014 Budget stating that it allows for increased tenant rental income resulting from the new leasing initiatives put in place. She stated that Hawkins Ash has been very helpful in determining relatively new budget numbers relating to depreciation, tax credit fees, and finance fees. Noel also added that operating subsidy income and insurance expense remain difficult to forecast but said that she is seeking assistance from Housing Data Systems to help bring resolution to the operating subsidy quandary. She noted that a budget revision would most likely be presented at a later date. Noel reported that Schenck is

being considered for the Riverview Towers LLC audit again this year and said that a decision will be made as soon as Schenck's proposal is received and reviewed. Witt made a motion to recommend the Riverview Towers LLC 2014 Budget to the board. Wagner seconded. Motion approved unanimously.

(5) Adjourn

With no other action to come before the Finance Committee Witt made a motion to adjourn and Wagner seconded.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Russ Wilson". The signature is written in black ink and includes a long horizontal flourish extending to the right.

Russ Wilson
Chairperson