

COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

01/28/14

MEMBERS PRESENT: David Piehler, Russ Wilson, Andy Witt, Dorothy Korzilius, Romey Wagner, Jim Brezinski

MEMBERS ABSENT: Sarah Napgezsek

OTHERS PRESENT: Ann Werth, Tammy Stratz, Juli Birkenmeier, Anne Jacobson, Tara Alfonso

(1) Call Meeting to Order

Meeting was called to order at 12:09 pm in the CDA Boardroom at 550 E. Thomas Street, Wausau, WI.

(2) Approval of Minutes

Wagner moved to approve the minutes from 12/17/2013. Witt seconded. Motion approved unanimously.

(3) Riverview Towers LLC Construction and Occupancy Update

Werth stated that Brian Schöck, Construction Manager, Gorman and Company, has officially vacated his office at Riverview Towers, which will soon become the home of the Fitness Center. She also reported that the City's Data Center has installed three computers in the new Business Development Center and said that staff is coordinating internet access with Charter Communications. Northern Renovations has begun painting the 10th floor corridor and the chosen finishes appear to be a good solution for the project. Werth said that flooring choices have been made for the first floor and the City's Inspections Department has approved the Riverview Tower's signage. Werth added that there have been mechanical issues with two of the four new boilers but that corrections have been made. She said maintenance staff will be watching this very closely to ensure that they continue to function properly. Werth reported that Ted Matkom, Gorman and Company, will be here on February 4th to view the project and progress of the corridor renovation. She indicated that the grand opening will most likely be held in May to allow for completion of the entire project and said that Schenck will be here on February 12th, to begin the Riverview Towers LLC audit. Birkenmeier stated that the occupancy is currently holding at 91% for Riverview Towers LLC.

(4) Consideration of Office Lease with North Central Health Care

Werth informed the board that she has had discussions with North Central Health Care relative to potentially leasing office space at the CDA in an effort to provide 24-hour staffing for their tenants who may lease up at Riverview Towers. She said she sees this as a winning combination for both the CDA and NCHC because it would not only increase Riverview Tower's occupancy, but it would also serve a need in the community. Werth indicated that NCHC staff would also have use of the kitchen facilities and share that space with the Aging and Disability Resource Center who currently provides the noon meal program at Riverview Towers. Werth stated that

NCHC applicants will be subject to the same eligibility requirements as any other applicant. Wilson made a motion to enter into a lease with North Central Health Care for a period of one year with terms and details worked out by CDA staff. Witt seconded. Motion approved unanimously.

(5) Future Direction of the Community Development Authority

Piehler asked to discuss the future direction of the CDA board, as completion of the Riverview Towers LLC project is nearing and there are no future large-scale projects scheduled at this time. He said that the CDA Board, as he views it, can move in one of two directions; elect to continue in a holding pattern of property maintenance or assist the City with redevelopment and housing related programs. Piehler and Werth discussed using community programs to help give current public housing tenants opportunities to better themselves and graduate from our assistance programs. Piehler said the CDA is in a good position and may want to consider using some unrestricted capital to rehabilitate troubled neighborhoods and/or help homeowners. Wilson proposed scheduling a board retreat to flush out these ideas. He suggested that we look for someone to facilitate the meeting that has knowledge of the CDA. The Commission directed Werth to set up a meeting with the Mayor and some City Council members to discuss the needs of the community. Werth stated that she will further research what the CDA is able to do under state statutes.

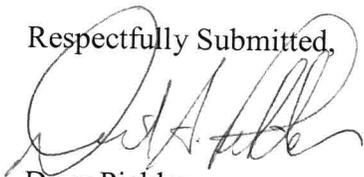
(6) Operational Issues and Current Activities

- **Scattered Site Furnace Update:** Alfonso distributed the offer made by the manufacturer that will extend the furnace warranty until 12/31/2015. Motion was proposed to instruct legal counsel to accept the manufacturer's offer if, in her judgment, it was the best deal the CDA could get.
- **Imputed Asset Passbook Rate Change:** Birkenmeier stated that the new passbook rate that will be used to determine rent will be .60% and this will take effect for March 1, 2014.
- **Apt 611 Pipe Burst Mitigation:** Werth stated that an injury claim was filed with the City of Wausau as a result of a slip and fall relating to the pipe burst in Apartment 611 at Riverview Towers.

(7) Adjourn

Wilson moved to adjourn, Wagner seconded. Meeting adjourned.

Respectfully Submitted,



Dave Piehler
Chairperson

RESOLUTION NUMBER 14-001

**SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM
(SEMAP) SUBMISSION TO HUD**

WHEREAS, the Wausau Community Development Authority is a Public Housing Agency within the City of Wausau that administers a Section 8 Housing Choice Voucher Program; and

WHEREAS, the US Department of Housing and Urban Development (HUD) has established the Section Eight Management Assessment Program (SEMAP) for the purpose of measuring the annual performance of public housing agencies (PHAs) that administer the Section 8 Housing Choice Voucher Program; and

WHEREAS, SEMAP provides procedures for HUD to identify PHA management capabilities and deficiencies in order to target monitoring and program assistance more effectively; and

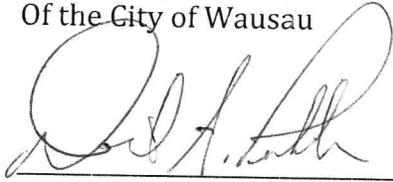
WHEREAS, the CDA has compiled Section 8 Housing Choice Voucher Program data as required for the annual submission to the US Department of Housing and Urban Development; and

NOW THEREFORE, BE IT RESOLVED, the Wausau Community Development Authority Commission hereby adopts Resolution 14-001 approving the submission of the annual SEMAP report to HUD for Fiscal Year ending December 31, 2013.

AYES 5 NAYS 0

Approved Date 2/28/14

Community Development Authority
Of the City of Wausau



David A. Piehler
Chairperson



Secretary/Executive Director