

COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

06/20/14

MEMBERS PRESENT: Russ Wilson, Andy Witt, Sarah Napgezek, Gary Gisselman, Dorothy Korzilius, David Welles, Romey Wagner

MEMBERS ABSENT:

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

(1) Call Meeting to Order

Meeting was called to order at 9:33 am in the WCDA Boardroom at 550 E Thomas Street, Wausau, WI.

(2) Approval of Minutes

Wagner moved to approve the amended minutes from 5/27/14. Napgezek seconded the motion. Motion approved unanimously.

(3) Introduction of New Commissioner

Wilson introduced David Welles as the newly appointed commissioner. Welles was approved by the City Council and appointed by Mayor Tipple. Welles is currently an attorney who has worked in a variety of areas such as property law, real estate transactions, and environmental law. Werth stated that she has worked with Welles previously in a leadership class and both Wilson and Werth feel that Welles will be an asset to the board.

(4) Riverview Towers LLC Project and Occupancy Updates

Noel reminded everyone that the grand re-opening for Riverview Towers would be taking place at 10:00 am, immediately following the board meeting. She added that there was an 8:30 am coffee and donut reception for all contractors who had worked on the renovation. Noel then reviewed the Occupancy Overview highlighting the current 97% occupancy rate at Riverview Towers.

Wagner formally thanked Noel for taking the time to give a tour to Wagner's Longfellow Neighborhood group and was thankful for the expertise that Noel had for their questions. The group was very impressed with the facility.

(5) Consideration and Action on Resolution 14-004 – Public Housing Flat Rent/ Maximum Rent

Birkenmeier explained that the WCDA is required by HUD to review and update the flat rent and maximum rent for the Public Housing Program on an annual basis. She explained that Public Housing tenants must be offered the option of paying a flat rent or an income-based rent at annual recertifications. She further explained maximum rents, which only applies to subsidized families with a non-contending family member. She said the calculations for flat rent and

maximum rent are determined in the Admissions and Continued Occupancy Policy (ACOP) using HUD guidance. Napgezek moved to approve Resolution 14-004. Witt seconded. Roll call vote was taken with unanimous consent.

(6) Consideration and Action on Resolution 14-005 – Public Housing Utility Allowances

Birkenmeier explained that the WCDA is required to review the Public Housing Scattered Sites utility allowances on an annual basis to correspond with changing gas and electricity costs. She said the appropriate allowance, based on unit size, is deducted from a tenant's monthly rent amount to compensate families for these tenant-paid utilities. Wagner moved to approve Resolution 14-005. Gisselman seconded. Roll call vote was taken with unanimous consent.

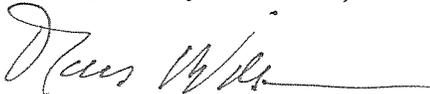
(7) Consideration on Resolution 14-006 – Public Housing Lease/House Rules Revisions

Noel stated that WCDA staff, Mai See Xiong and Juli Birkenmeier, worked closely with Tara Alfonso, Assistant City Attorney, to update the Riverview Towers and Scattered Sites Lease and House Rules. She said updates were necessary for continued compliance with HUD regulations, Wisconsin State Statutes, and City law. Birkenmeier stated that the structure of the Lease remained the same and the changes benefit both the tenant and the WCDA. She further explained that while there are separate House Rules for the Scattered Sites and Riverview Towers, they are both an attachment to the Lease. Birkenmeier confirmed that the WCDA followed all guidance relative to giving tenants a 60 day notice prior to any changes taking effect as well as holding a tenant meeting to answer questions or concerns specifically relating to the proposed changes. Werth thanked Tara Alfonso, Juli Birkenmeier, and Mai See Xiong for all their work on this project as it was a major undertaking. Napgezek moved to approve Resolution 14-006. Korzilius seconded. Roll call vote was taken with unanimous consent.

(8) Adjourn

Wells moved to adjourn, Witt seconded. Meeting adjourned.

Respectfully Submitted,



Russ Wilson
Chairperson