

COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

12/16/14

MEMBERS PRESENT: Russ Wilson, Andy Witt, David Welles, Romey Wagner, Gary Gisselman

MEMBERS ABSENT: Dorothy Korzilius, Sarah Napgezek

OTHERS PRESENT: Ann Werth, Betty Noel, Jamie Landwehr, Tammy Stratz, Megan Lawrence, Kevin Fabel, Anne Jacobson

(1) Call Meeting to Order

Meeting was called to order at 12:01 pm in the WCDA Boardroom at 550 E Thomas Street, Wausau, Wisconsin.

(2) Approval of Minutes

Welles moved to approve the minutes from 11/18/14. Wagner seconded the motion. Motion approved unanimously.

(3) Discussion and Update on 303-305 S. Second Avenue

Fabel discussed the project clean-up to date. He said additional letters have been sent out to affected business owners and tenants to keep them informed of test results and the continued monitoring of the contaminated site. Fabel stated AECOM has been working on DERF reimbursement submissions and is currently awaiting claim approval from the DNR. Fabel reviewed a summarization of the project expenses and reimbursements to date and future DERF claim submissions. Werth requested Fabel present the itemized summary to keep commissioners aware of what has been spent from Redevelopment account thus far.

Werth stated that she received a verbal offer from Emmerich & Associates to purchase the property but said we are not in a position to accept offers during the ongoing cleanup process. Wilson added that Emmerich & Associates would need to be approved by the DNR as a DERF agent. Discussion of the sale may be a future agenda item.

(4) Consideration and Action on Resolution 14-012 – 2014 Doubtful Accounts for the Public Housing and Riverview Towers LLC (LIHTC) Programs

Noel presented a list of Public Housing and Riverview Towers LLC doubtful accounts and sought board approval to have these balances written off for 2014. Noel stated that the WCDA will continue to make every attempt to collect through small claims action, as well as, tax intercepts. She explained that in the future, staff will work more diligently at lowering the doubtful account balance for Public Housing and thanked Anne Jacobson and her entire staff for assisting the WCDA in this process. Welles moved to approved Resolution 14-012. Seconded by Witt. Roll call vote was taken with unanimous consent.

(5) Discussion and Renewal of WCDA Office Lease with North Central Health Care

Werth stated that the office lease between the WCDA and North Central Health Care (NCHC) will expire on February 28, 2015, and sought board approval to renew the lease for another 12-

month term at the same monthly rate of \$375. She said the partnership is going very well and benefits the WCDA by generating monthly income and keeping eyes and ears in the office 24-hours per day. She furthered that the tenants NCHC serves in Riverview Towers appear to be thriving, as well. Noel suggested that if 2015 goes as well as 2014, the WCDA may propose a multi-year lease with a rent increase provision. Witt made a motion to approve the lease renewal with NCHC for another year. Gisselman seconded. Motion approved unanimously.

(6) Operational Issues

- **Occupancy Update** – Noel stated that we are maintaining our occupancy in all of our programs; however, we are currently looking to build the Riverview Terrace waiting list.

(7) Adjourn

Wagner moved to adjourn, Witt seconded. Meeting adjourned.

Respectfully Submitted,



Russ Wilson
Chairperson