

COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

9/22/15

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

MEMBERS ABSENT:

OTHERS PRESENT: Ann Werth, Betty Noel, Kevin Fabel, Kelsey Scholz

(1) Call Meeting to Order

Meeting was called to order at 12:03 pm in the WCDA Boardroom at 550 E Thomas Street, Wausau, Wisconsin.

(2) Approval of Minutes

Wagner moved to approve the minutes from 08/25/2015. Witt seconded the motion. Motion was approved unanimously.

(3) 303-305 S. 2nd Avenue – Status Update

Fabel informed the Commissioners that a change order was submitted to the DNR to install ground water wells for additional monitoring. Steady progress and monitoring will continue.

(4) 2102 N 2nd Street – Status Update

Werth mentioned that the individual previously interested in renting the building for storage was no longer interested.

Fabel explained that the DNR sent their approval for excavation of the site, and in order to move forward, the board would need to approve funds for PECFA related expenses. The total cost would be \$74,334.70, with the full amount to be reimbursed after the work is completed. Welles moved to approve payment of \$74,334.70 for the excavation of the petroleum based contamination, Napgezok seconded. Motion was approved with unanimous consent.

Fabel stated that the solvent based contamination that also needed excavation would not be reimbursed by PECFA, and would thus be an expense incurred by the CDA. The total cost to excavate (in conjunction with the petroleum based excavation) would be \$9,053.00. He noted there is a significant cost savings in doing the excavations at the same time. Welles moved to approve the funds to excavate the solvent based contamination for a cost of \$9,053.00, Witt seconded. Motion was approved with unanimous consent.

Fabel noted that the excavation would begin within the next week and would be completed in approximately two weeks.

(5) Consideration and Action on Resolution 15-004 – Annual PHA Plan for Fiscal Year 2016

Noel explained that HUD requires a PHA plan to be submitted annually, which included updates on PHA policies, projects, finances, and open Capital Fund grants. She noted that a Resident Advisory Board Meeting and Public Hearing were held to discuss and review the plan. The updated plan will be submitted to HUD by October 16, 2015, following Board approval. Welles Moved to approve Resolution 15-004, Napgezok seconded the motion. A roll call vote was taken with unanimous consent. Resolution passes

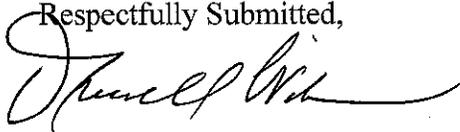
(6) Operational Issues and Current Activities

- **Occupancy Overview** – Noel stated that Riverview Towers is on track with applications to fill recent vacancies. Riverview Terrace has new residents pending and 4 vacancies. The Scattered Sites have vacancies set for the end of the month, but have new residents approved for move in.
- **Housing Software Update** – Noel indicated that HDS would convert the current Yardi tenant data into the new software program prior to November 30th, when the WCDA contract with Yardi is terminated. Staff looks forward to a more user friendly and cost-effective software option.
- **Rental Assistance Demonstration (RAD) Application Update** – Werth stated that staff was still in the discovery phase and have discussed conversion options with other housing authorities. Most housing authorities in WI have declined the conversion. She noted that in October, staff would have a formal answer on whether a RAD conversion would be recommended.

(7) Adjourn

Wagner moved to adjourn. Witt seconded. Meeting adjourned.

Respectfully Submitted,



Russell Wilson
Chairperson