COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

07/24/18

MEMBERS PRESENT: Andy Witt, David Welles, Gary Gisselman, Tom Neal, Robert Reinertson, Rachael Hass
MEMBERS ABSENT: Sarah Napgezek
OTHERS PRESENT: Juli Birkenmeier, Betty Noel, Christian Schock, Brian Kowlaski, City Pages

(1) Call Meeting to Order
Meeting was called to order at 12:02 pm at 550 E Thomas Street, Wausau, Wisconsin.

(2) Public Comment
None

(3) Approval of Minutes from 6/26/2018
Welles made a motion to approve the minutes from 06/26/18. Gisselman seconded. Motion was approved unanimously.

(4) Discussion and Possible Action on Potential CDA Program/Projects
Schock gave a brief overview of potential CDA programs/projects using unrestricted funds. He stated that CDA staff met and offered further insight as to what programs may best fit the mission of the CDA. Based on that meeting, Schock sought board input on a narrowed list of four possible options.
1) Form a Redevelopment committee to review any potential opportunities for acquiring properties from the county or city for redevelopment purposes. He said the committee could meet on an as-needed basis and report to the board any potential acquisitions for the CDA. Noel mentioned that she had recently attended the Home for Everyone Conference and briefly spoke with representatives from Gorman & Company, inquiring on their possible interest in future redevelopment opportunities in Wausau. Gisselman questioned as to the level of action the committee would take. Shock said he will create a draft vision statement for the redevelopment committee and provide for full board review.

2) Schock then gave a brief overview of the Community Development Department’s (CDD) existing Live It Up Program and an opportunity for the CDA to augment this program with up to $250,000. He stated that the CDA could mimic the same template for loan terms or create its own. He added that the CDA would not incur any cost for loan administration and funds could be repaid to the CDA on a biannual basis. Reinertson questioned where current funding of the program comes from and Schock stated that the approximate $450,000 has come from City TIF funds, employer and private contributions, and the CDD’s federal HOME funds. Witt suggested keeping the loan terms consistent with the existing program.

3) Schock presented a potential program utilizing up to $250,000 of CDA funds for providing a loan to assist nonprofit partner organizations in their mission of providing housing options for those who are homeless or in housing transition. He recommended loan terms of 2%, amortized over 30 years, and funding up to 80% of the total acquisition, construction and/or renovation of housing for this expressed purpose. Schock will create a loan application to gather information on an agency’s proposed project and to determine eligibility and ranking. Schock added that Catholic Charities already administers a successful program for transitional housing.
4) Schock then reviewed a final option of exploring the feasibility to construct additional housing units specifically for disabled individuals, potentially in collaboration with North Central Health Care (NCHC). He stated that NCHC currently leases a 6-unit development on Fulton Street from the Community Development Department and the partnership has been very successful. Schock estimates current construction costs of a similar project to be between $750,000 - $1 million.

Welles questioned whether taking action would leave enough funds remaining in the reserve account should the board decide to implement all the programs. Schock recommended the board consider initial implementation of two programs to ensure feasibility and need. Neal made a motion to proceed with the program options. Hass seconded. Motion approved unanimously.

(5) Operational Issues and Current Activities

Occupancy Overview – Noel reported current occupancy of 100% at Riverview Towers, 91% at Riverview Terrace and 99% for the scattered sites.

Personal and Supportive Care Proposal Update – Schock reported that staff met with Interim Health Care and Aspirus Help at Home to review their proposals and seek additional information. He said once final proposals have been reviewed, staff will provide a recommendation to the full board.

State DQA Survey and Riverview Terrace Capital Improvements Update – Noel stated that a complaint investigation, relative to the building’s air conditioning issue, was conducted by the State of Wisconsin’s DQA on July 9, 2018. Noel provided the subsequent summary issued by the Department of Health Services which stated that no deficiencies were identified and recorded the complaint as unsubstantiated. She furthered that Martin-Riley architects performed their initial fieldwork required to develop a project spec and scope of work. Noel said that because it is fairly late in the year, and to minimize any further tenant disruption, the boiler and chiller replacements have been slated to begin in early 2019.

2102 N Second Street Disposition Update – Schock had nothing new to report on this agenda item and is continuing to wait for a formal proposal from Bridge Community Clinic.

(6) Adjournment

Meeting adjourned.

Respectfully Submitted,

[Signature]

Andy Witt
Chairperson