OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation or Sub-unit thereof.

Notice is hereby given that the Community Development Authority of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

COMMUNITY DEVELOPMENT AUTHORITY BOARD OF THE CITY OF WAUSAU

Tuesday, January 22, 2019 at 12:00 pm

550 E Thomas Street, Wausau, Wisconsin 54403

Andy Witt, Sarah Napgezek, David Welles, Gary Gisselman, Robert Reinertson, Tom Neal, Rachael Hass

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

1. Call the Meeting to Order
2. Public Comment
3. Approval of Minutes from 11/27/2018
4. Consideration and Possible Action on Resolution 19-001 Section 8 Management Assessment Program (SEMAP) Certification Submission to the US Department of HUD for FYE 12/31/18
5. Discussion and Possible Action on Disposition of 2102 N Second Street
6. Operational Issues & Current Activities
   Occupancy Overview
   NEF Annual File Review - RVT LLC
   2018 Riverview Towers LLC Audit
   Government Shutdown Funding Outlook
   Schedule Date for Redevelopment Committee Meeting
   Overview of Options Related to OWI/Drug Court Housing

Andy Witt - Committee Chair

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on Tuesday, January 15, 2019 @ 11:00 am. Questions regarding this agenda may be directed to Christian Schock, Community Development Director, 715-261-6683.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call Christian Schock at (715)261-6683 or e-mail Christian.schock@ci.wausau.wi.us or the City's ADA Coordinator at (715)261-6620 or e-mail clerk@ci.wausau.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

It is possible that members of, and possible a quorum of members of other committees of the City of Wausau may be in attendance at the above mentioned meeting to gather information. No action will be taken by any such group at the above mentioned meeting other than the committee specifically referred to in this notice.

Distribution List: City Website, City Hall, Media, Committee Members, etc.
COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

11/27/18

MEMBERS PRESENT: Andy Witt, Gary Gisselman, Rachael Hass, Robert Reinertson, David Welles

MEMBERS ABSENT: Tom Neal, Sarah Napgezek

OTHERS PRESENT: Juli Birkenmeier, Betty Noel, Tammy King, Barbara Betz, Mayor Mielke

(1) Call Meeting to Order
Meeting was called to order at 12:05 pm at 550 E Thomas Street, Wausau, Wisconsin.

(2) Public Comment
None

(3) Approval of Minutes from 10/23/2018
Hass made a motion to approve the minutes from 10/23/18. Reinertson seconded. Motion was approved unanimously.

(4) 2019 Fair Market Rents and Payment Standards – HCV Program
Barbara Betz, Housing Project Coordinator, reviewed the 2019 Fair Market Rents and Payment Standards for the Housing Choice Voucher (HCV) Program and explained that they are reviewed on an annual basis to maintain program compliance. She stated that although payment standards must remain within 90-110% of the published Fair Market Rents, a PHA may adjust them to better assist families with finding suitable housing. Betz reported that adjustments were necessary for four and five bedroom units to remain within the required percentages and reviewed those adjustments with commissioners.

(5) 2019 Flat Rents, Utility Allowances & Passbook Rate Update – Public Housing Program
Tammy King, Occupancy Specialist, explained that HUD requires the WCDA to review the Public Housing flat rents, utility allowances, and passbook rate on an annual basis. She furthered that each family is offered the option of paying a flat rent or income-based rent at each annual recertification. King stated that the calculations used for the flat rents and utility allowances are based on HUD guidance and are outlined in the WCDA’s Admissions and Continued Occupancy Policy (ACOP). She reported a necessary change to the Bopf Street one and two bedroom flat rents and utility allowances. Birkenmeier stated that the passbook rate will remain at .6% for 2019.

(6) Finance Committee Report
Witt provided his Chair report from the November 14, 2018, Finance Committee meeting and reviewed the WCDA’s investment sheet as of September 30, 2018. He reported that there have been no account changes since the August 2018 meeting.

Witt then reviewed the Capital Fund Program (CFP) grant summary stating that the 2017 grant has a remaining obligation and disbursement balance of $174,235. Of that balance, he said Noel anticipates using approximately $100,000 for a 2019 concrete repair/replacement project at several of the scattered site properties. Witt stated that although the 2018 grant has had no activity to-
date, HUD awarded an additional $787 to the grant bringing the total grant award up to $69,203. Witt stated that obligation and disbursement deadlines are in full compliance.

Witt then reviewed the third quarter financial statements and summaries for the WCDA’s budgeted programs as well as the third quarter financials for Riverview Towers LLC, and further reviewed the items of note contained in his report.

Witt gave an overview of the 2019 budgets for the Housing Choice Voucher program, Public Housing program, Riverview Terrace Assisted Living and Riverview Towers L.L.C. He noted that Noel had used estimates for salaries and benefits but has since received a salary and benefit projection spreadsheet from the City’s Finance Director, so if interim adjustments were necessary, they will be highlighted on the final budgets presented to the full board. Witt stated that the Finance Committee approved all four budgets for full board approval with any necessary aforementioned adjustments.

(7) Consideration & Possible Action on 2019 Riverview Towers LLC Budget
Noel reviewed the 2019 Riverview Towers LLC budget noting budget line items of significance. She reported a depreciation adjustment to account for a recent purchase of snow removal equipment. Welles moved to approve the 2019 Riverview Towers LLC budget. Reinertson seconded. Motion approved unanimously. Noel stated that the board-approved budget will be forwarded to National Equity Fund (NEF), per their request.

(8) Consideration & Possible Action on Resolution 18-005 – 2019 Public Housing Budget
Noel reviewed the 2019 Public Housing budget and reviewed budget line items of significance. Reinertson moved to approve Resolution 18-005. Welles seconded. Motion carried on a roll call vote 5-0.

(9) Consideration & Possible Action on 2019 Riverview Terrace Budget
Noel reviewed the 2019 Riverview Terrace Assisted Living budget and reviewed line items of significance. Welles moved to approve the 2019 Riverview Terrace budget. Reinertson seconded. Motion approved unanimously.

(10) Consideration & Possible Action on 2019 HCV Budget
Noel then reviewed the 2019 Housing Choice Voucher budget and reviewed line items of significance. Reinertson moved to approve the 2019 Housing Choice Voucher budget. Hass seconded. Motion approved unanimously.

(11) Consideration & Possible Action on Resolution 18-006 – 2018 Doubtful Accounts for the HCV Housing Program
Noel presented Resolution 18-006 reflecting one delinquent, doubtful account in the amount of $566 and sought board approval to have the balance removed from their 2018 accounting records. Noel stated that staff will make continued efforts to collect the outstanding balance via tax intercept. Welles moved to approve Resolution 18-006. Reinertson seconded the motion. Roll call vote 5-0.

(12) Consideration & Possible Action on Resolution 18-007 – Doubtful Accounts for the Public Housing Program
Noel then presented Resolution 18-007 reflecting one delinquent, doubtful account totaling $1,256.97 and sought board approval to have this balance removed from their 2018 accounting records. She reiterated that staff will make continued efforts to collect the outstanding balance via tax intercept. Welles moved to approve Resolution 18-007. Reinertson seconded the motion. Roll call vote 5-0.
(13) Operational Issues and Current Activities
Occupancy Overview – Noel reported 97% occupancy at Riverview Towers, 88% at Riverview Terrace and 99% in the Scattered Sites.

Status on the Sale of Property at 2102 N Second Street – Noel had no status update from Schock on the sale of 2102 N Second Street property to Bridge Community Clinic. Gisselman requests this item be placed on the January 2019 agenda to further discuss the sale to Bridge Community or appraise other interested parties.

(14) Adjournment
Meeting adjourned.

Respectfully Submitted,

Andy Witt
Chairperson
RESOLUTION NUMBER 19-001

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 19-001 approving the submission of the annual SEMAP report to HUD for Fiscal Year ending December 31, 2018.

AYES_________ NAYS_________

Approved Date ____________________________

Community Development Authority
Of the City of Wausau

_________________________ __________________________
Andrew Witt Christian Schock
Chairperson Director
Section 8 Management Assessment Program (SEMAP) Certification

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 50 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions  Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name  Wausau Community Development Authority

For PHA FY Ending (mm/dd/yyyy)  12/31/2018  Submission Date (mm/dd/yyyy)  02/04/2019

Check here If the PHA expends less than $300,000 a year in Federal awards  
Indicators 1 - 7 will not be rated if the PHA expends less than $300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than $300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))
   (a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

   PHA Response  Yes  No

   (b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 68% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

   PHA Response  Yes  No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)
   (a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

   PHA Response  Yes  No

   (b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

   PHA Response  At least 98% of units sampled  80 to 97% of units sampled  Less than 80% of units sampled

   The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

   PHA Response  At least 98% of files sampled  80 to 99% of files sampled  Less than 80% of files sampled

   The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

   PHA Response  Yes  No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))
   A PHA supervisor or other qualified person reinspects a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

   PHA Response  Yes  No

6. HQS Enforcement. (24 CFR 982.404)
   The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

   PHA Response  At least 98% of cases sampled  Less than 98% of cases sampled
7. Expanding Housing Opportunities. (24 CFR 882.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)). Applies only to PHAs with jurisdiction in metropolitan FMR areas.

   Check here if not applicable

   (a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

   PHA Response Yes [✓] No 

   (b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

   PHA Response Yes [✓] No 

   (c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

   PHA Response Yes [✓] No 

   (d) The PHA’s information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

   PHA Response Yes [✓] No 

   (e) The PHA’s information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

   PHA Response Yes [✓] No 

   (f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

   PHA Response Yes [✓] No 

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 892.503)

   PHA Response Yes [✓] No 

   Enter current FMRs and payment standards (PS)

   0-BR FMR 494 1-BR FMR 603 2-BR FMR 774 3-BR FMR 970 4-BR FMR 1156

   PS 492 PS 580 PS 720 PS 935 PS 1056

   If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 892.316)

   PHA Response Yes [✓] No 

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 892, Subpart K)

   PHA Response Yes [✓] No 

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 892.305)

   PHA Response Yes [✓] No 

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 892.405(a))

   PHA Response Yes [✓] No 

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

   PHA Response Yes [✓] No 

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 894.105)

   Applies only to PHAs required to administer an FSS program.

   Check here if not applicable [✓]

   PHA Response a. Number of mandatory FSS slots (Count units funded under the FY 1092 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

   or. Number of mandatory FSS slots under HUD-approved exception

Previous edition is obsolete

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form HUD-52543 (8/2000)
ref. 24 CFR Part 985
b. Number of FSS families currently enrolled

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305) Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response Yes ☐ No ☐

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

1. Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

2. The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA’s principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY; or

3. The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA’s principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes ☐ No ☐

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA’s capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3731)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) 01/22/2019

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA’s capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3731)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) 01/22/2019

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.
SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) ______________________

PHA Name _______________________________

Principal Operating Area of PHA _______________________________
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs: Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _______________________________

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

1) _______
   a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.

   _______
   b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.

   _______
   c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).

   Is line c 50% or more? Yes [ ] No [ ]

2) _______
   a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA’s principal operating area at the end of the last completed PHA FY.

   _______
   b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.

   _______
   c. Number of Section 8 families with children who moved during the last completed PHA FY.

   _______
   d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).

   Is line d at least two percentage points higher than line a? Yes [ ] No [ ]

3) _______
   a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA’s principal operating area at the end of the second to last completed PHA FY.

   _______
   b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.

   _______
   c. Number of Section 8 families with children who moved during the last two completed PHA FYs.

   _______
   d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).

   Is line d at least two percentage points higher than line a? Yes [ ] No [ ]

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.
Occupancy Overview

January 22, 2019

Riverview Towers (149)

- 5 vacancies
- 96% Occupancy
- 2 scheduled move-ins for late January

Riverview Terrace (36)

- 5 vacancies
- 86% Occupancy

Scattered Sites (46)

- 3 vacancies
- 93% Occupancy
- 1 scheduled move-in for late January

Housing Choice Vouchers (258)
December 11, 2018

Wausau Community Development Authority  
Betty Noel  
Public Housing Manager  
550 E. Thomas Street  
Wausau, WI, 54403

Re: Riverview Towers

Dear Betty,

On 7/10/2018 a 10% review of the LIHTC tenant files for Riverview Towers was completed. The purpose of this tenant file review was to access the current procedures for tenant compliance and income verification documentation to ensure that qualified occupancy was (is to be) achieved.

The condition of the tenant files was exceptional. There were no findings. The documentation was well organized and complete. I would like to take this opportunity to personally extend my thanks to you and your staff for their diligence and hard work. It is highly appreciated!

Please do not hesitate to call me with any questions that you may have at (312) 697-8219 or Sam Stephens (216) 965-5719

Sincerely,

Torrye Wells  
Asset Analyst

CC: Sam Stephens  
Asset Manager NEF

Disclaimer: "We have reviewed a sample of tenant files at the above referenced project. This process consisted principally of verifying the presence and accuracy of third party income verifications and tenant verifications. In addition to these items, at the sole discretion of the individual performing this review, leases and lease agreements, rent payment records, employer and landlord notices of rent changes, unit inspection reports, legal notices, tenant correspondence, and other items of importance also may have been reviewed. This review was made for the purpose of expressing limited assurance to the limited partners of the project's limited partner that the project was in compliance with the Internal Revenue Code Section 42 and regulations thereunder as regards qualified tenants, and no other."

10 South Riverside Plaza, 17th Fl., Chicago, IL 60606-3908  P 312.360.0400  F 312.360.0185  www.nefinc.org