

COMMUNITY DEVELOPMENT AUTHORITY

October 22nd, 2015

The monthly meeting of the Community Development Authority was called to order by Chairperson Andrew Keogh at 9:35 a.m. in the Community Room at Parkview Apartments, 606 South Walnut Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted October 14, 2015 at 5:04 p.m.

ROLL CALL:

PRESENT: Andrew Keogh, Marilyn Hardacre, Tom Buttke, Peter O. Hendler

ABSENT: Dave LaFontaine, Dave Marsh, Jeannette Katzenberg

OTHERS PRESENT: Mary James-Mork – Executive Director, Carol Kerper – Business Manager

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: None

CDA 15-B10-1 Motion by Buttke, second by Hardacre to approve the September 24th, 2015 CDA Board meeting minutes. 4 Ayes

MOTION CARRIED

CDA 15-B10-2 Motion by Hendler, second by Buttke to approve the October 20th, 2015 CDA Finance, Strategic Planning, and Personnel meeting minutes. 4 Ayes

MOTION CARRIED

Finance, Strategic Planning Committees Report:
September 2015 financial reports are recommended for board approval.

Initial Consent Resolution 510(c)(4) was recommended for conditional approval. Conditions of the approval are to receive additional explanation of liability coverage for Directors and Officers as well as committee members of the 501(c)(4) and to obtain clarification on whether Board members are to be compensated for their service or can be volunteer board members.

CDA 15-B10-3 Motion by, Hendler, second by Buttke to accept and place on file the Finance and Strategic Planning Committees Report. 4 Ayes

MOTION CARRIED

Personnel Committee Report: No Update

Grievance Committee Report: No update

Executive Director's Report:

CDA 15-B10-4 Motion by Buttke, second by Hendler to conditionally approve and place on file the Initial Consent Resolution 501(c)(4). 4 Ayes

MOTION CARRIED

CDA 15-B10-5 Motion by Hardacre, second by Buttke to accept and place on file the Executive Director's Report. 4 Ayes

MOTION CARRIED

New Business: None

Next Board Meeting Date and Time: Thursday, November 19th, 2015 at 9:00 a.m. at Cedar Rail Court.

Agenda Items For Next Month:

RAD Update

501(c)(4) as Part of RAD Conversion

Meeting declared adjourned by Chairperson Keogh at 09:41 a.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andrew Keogh
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY
Executive Director's Highlights
November 19th, 2015

1. Occupancy- 96.6% Occupancy Rate as of the day of this report

Parkview – Five (5) opening.

Cedar Rail – 0

Scattered Sites – Two (2) openings

Section 8- 54 leased vouchers, with three (3) issued

2. RAD Project-

- The Physical Conditions Inspection (Ameresco) results for all properties should be available during the week of November 23rd. ED will notify the Board when received.
- National Housing Compliance (NHC) Consulting Staff held a conference call on November 18th to review progress on RAD transaction.
- Von Briesen will be contacted to provide a required opinion on the transfer to RAD, assuring that the CDA's mission will remain after the new model is implemented.
- HUD Field Office Staff and RAD transition manager are reviewing drafts of the Significant Amendment prior to submission on November 27th.

3. Wisconsin Redevelopment Proposal-

- The CDA has been contacted by Wisconsin Redevelopment, LLC to begin discussions on a potential partnership in their proposed City Hall Project. Finance and Strategic Planning Committee members will review the proposal with Todd Hutchinson early in the week of November 23rd

4. Ameresco-

- Marc Retish, Account Manager for Ameresco presented an overview of RPCA findings to the Board of Commissioners on Monday, November 9th. Presentation included information on CDA current housing stock; life cycle modeling; needs analysis, sustainability targets, Facility Condition Index, etc. Members suggested that the CDA host an educational session with Ameresco and City to share the findings during early December 2015.