

COMMUNITY DEVELOPMENT AUTHORITY  
*Finance and Strategic Planning Committees*  
August 18<sup>th</sup>, 2015

The Finance and Strategic Planning meeting of the Community Development Authority was called to order by Finance Committee Chairperson Dave LaFontaine at 1:30 p.m. in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted August 13, 2015 at 8:02 a.m.

ROLL CALL:

PRESENT: Dave LaFontaine, Dave Marsh, Tom Buttke, Andy Keogh

OTHERS PRESENT: Mary James-Mork - Executive Director, Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager, Janet Southworth – Housing Choice Voucher Program Manager

ABSENT: Peter Hendler

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Public Comment: None

Review of Financial Reports/Documentation

CDA 15-F08-1 Motion by Marsh, second by LaFontaine to accept and recommend the July 2015 financial reports for board approval. 4 Ayes

MOTION CARRIED

Brief Update of HCV Program:

Janet Southworth presented information on the number of active or available housing vouchers, her work with individuals in need of rental assistance, and introduced a Housing Choice Voucher Leasing and Spending Projection tool that has become available to assist in meeting housing assistance payment obligations.

The Finance Committee commends Janet Southworth for doing an outstanding job in updating and maintaining the Housing Choice Voucher Program.

The Committee supported a plan for the future hosting of an informational meeting for the purpose of explaining the benefits of participation in the Section 8 program to Marshfield apartment owners and landlords.

Update of RAD Conversion Process:

Ameresco inspectors have performed the required Physical Conditions Assessment for all CDA properties. A report of their findings will be forthcoming.

Next meeting date will be Tuesday, September 15th, 2015 at 1:30 p.m in the Cedar Rail Executive Conference room.

Meeting adjourned at 3:23 p.m.

Respectfully submitted,

Mary James-Mork  
Executive Director

Dave LaFontaine  
Chairperson