

MINUTES

COMMUNITY DEVELOPMENT AUTHORITY

PLAN COMMISSION OFFICES

Regular Meeting
Wednesday
February 12, 2014

I. CALL TO ORDER

The meeting was called to order by Chairman John Stangel at 4:03 P.M.

II. ROLL CALL

<u>Members Present</u>	<u>Members Excused</u>	<u>Staff Present</u>
John Stangel	Chris Able	David Less
Gene Maloney		Pauline Haelfrisch
Emil Roth		
Jill Hennessey		
Colin Braunel		
Dennis Tienor		

III. APPROVAL OF MINUTES OF THE REGULAR JANUARY 15, 2014 MEETING

Chairman Stangel asked if there were any corrections or additions to the minutes of the regular January 15, 2014 meeting.

Hearing none, the following action was taken.

Motion by: Mr. Maloney	Seconded by: Mr. Braunel
Moved that: the CDA approve the minutes of the January 15, 2014 regular meeting	Upon vote: the motion was carried unanimously

IV. MANITOWOC HOUSING AUTHORITY BUSINESS

- A. Financial Report and Approval of Monthly Expenditures
Pauline Haelfrisch reviewed the financial statements for February, 2014 with the Board members. She also distributed a list of expenses for this time period and reviewed these with the Board.

After some discussion, the following action was taken.

Motion by: Ms. Hennessey	Seconded by: Mr. Tienor
Moved that: the CDA approve and authorize the payment of the February, 2014 expenses	Upon vote: the motion was carried unanimously

- B. 2013 Capital Fund Project Update
Pauline reported to the Board members that the bid documents went out to the flooring contractors. Bids would be opened on February 28th at 10:00 a.m.

The contract would be for approximately half the apartments; some that

would need full replacement (carpet and flooring), some partial (either carpet or flooring), and five with either a bathroom or kitchen.

The bid documents went to Kaeden, Carpets Plus, Dalton, and Jobelius out of Green Bay.

One of Pauline's concerns is the moving of furniture in the occupied tenant apartments. The proposal in the bid documents has the contractor moving the larger furniture. However, some of the elderly and disabled tenants may find it difficult to move their smaller items, as in TV's, end tables, curio cabinets, etc.

Pauline had a suggestion from one of her fellow directors to hire other tenants to help pack up and move some of the smaller items. The Board members felt that Pauline should look into a temp agency supplying some workers. That way the Housing Authority would be bonded and they would handle any workmen's compensation.

- C. Possible Tenant Grievance
(See attached Summary of Discussion)

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

- A. Financial Report – Revolving Loan Program, 2/07/2014
Mr. Less reviewed the financial reports with the Board members for the revolving loan program. As of February 7, 2014 a total of \$729,354.72 in loan funds was available.

The following action was taken.

Motion by: Mr. Braunel
Moved that: the CDA accept the 2/07/14
financial reports and place on file

Seconded by: Ms. Hennessey
Upon vote: the motion was carried
unanimously

- B. PC33-2013: Bamco Real Estate LLC/Wisconsin Redevelopment, LLC - Update of Rezoning and Redevelopment Project in Block 200 of Original Plat, and Block Lettered "E" in Original Plat
David reminded the Board members that last month they approved using the housing development loan funds for this project. David reported the application has been submitted and the Industrial Development Corporation approved a \$300,000 loan. They have come a long way to fill the funding gap to this project.

Dave explained that one of the biggest hurdles to overcome is the historic tax credits. The State of WI passed a law that increases the level of investment tax credits for historic structures. In order to be able to access the historic state credits, you need to have the State Historic Preservation Officer approve the property that it is eligible for inclusion onto the National Register of historic places.

David handed out an e-mail stating there was a favorable meeting with SHPO.

In order to access these credits for filing of the application to WHEDA for low income

housing tax credits, they need to be able to say they had at least filed Part 1 of the federal form for the evaluation of certificate.

The next hurdle will be getting an allocation from WHEDA for tax credits. The project needs all the tax credits to be feasible. The consensus has been this is a deserving project for the redevelopment of this property.

Some discussion was held with the Board members. David feels that this project would be a great asset to the community by restoring this historic building and being able to put it into a more productive use.

VII. ADJOURNMENT

The meeting was adjourned at 5:02 P.M.

Respectfully submitted:

David Less,
Executive Director

DL/pmh