

**MINUTES OF THE COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF CUDAHY, HELD
AT THE CUDAHY MUNICIPAL BUILDING,
5050 S. LAKE DR., MILWAUKEE COUNTY, WI
Tuesday, March 27, 2018 @ 5:30 P.M.**

Roll Call

Vice Chairman Ald. Randy Hollenbeck called the meeting to order at 5:30 pm. The following members were present: Ald. Randy Hollenbeck, Jeff Schlax, Joan Houlehen, Marty Van Hoof. Members Absent and Excused Ald. Jason Litkowiec, Director Brian Biernat, Absent: Randy Pheifer, and Bob Grams. Also present: Mayor John Hohenfeldt.

Meeting Statement

The Chair read the Statement of Public Notice.

Minutes

Motion made by Houlehen, seconded by Van Hoof to approve the minutes of the March 6, 2018 meeting. Motion carried.

Old Business

1. None

New Business

2. Discuss and take appropriate action on the proposed amendments to the Neighborhood Loan Program Manual. Mayor Hohenfeldt explained the changes requested to the Loan manual that were prepared by the Mayor and Executive Director Biernat, now that the first loan has been closed upon and processed beginning in January of 2018. Discussion ensued with questions. A motion was made by Marty Van Hoof, seconded by Joan Houlehen to approve the changes as presented. Roll Call. Van Hoof – aye, Houlehen – aye, Schlax – aye, Hollenbeck – aye. Motion carried.
3. Discuss and take appropriate action on review the balance of a CDA account and take appropriate action on mayoral recommendation for use of funds. The Mayor explained that this Tid Fund 409 Capitol Fund was found as a part of the investigation into the matter of the previous approval by the CDA on October 22, 2013 and the Neighborhood Loan Program. At that time, the CDA directed to the Finance Director to make available \$200,000 from Fund #105 Tif #1 Fund Balance for the purposes of loans for the Neighborhood Improvement Program. With the approval of the TID Project Plan Amendment #5 by the CDA and the Closing of TID #1 in 2016, the CDA and Mayor were aware that funds for this program were not a part of the TID Escrow. However, the CDA and Mayor were not aware that the now retired finance director did not reserve funding for this program. Working with the cities audit firm, Baker Tilly, and Ehlers and Associates Greg Johnson, the city's financial advisors, the TID Capital Projects Fund (Fund #409), was identified as a source of funds for this project, and that this was to be considered a budget of the CDA, for appropriate TID approved expenses by the CDA as a governing body. The Mayor went through a list of the current obligations of the CDA where this money could be used for, including an audited amount (as of December 31, 2016 audit) of \$440,998 which is due back to the General Fund [this audited number fluctuates year to year based on expenses and revenues ~ see previous audits}, a \$100,000 obligation from resolution 7150 passed by the Common Council on 9/5/2017 as a resolution declaring official intent to reimburse expenditures from proceeds of borrowing, and a \$100,000 obligation from resolution 7059 passed by the Common Council on 8/16/2016 as a resolution declaring official intent to reimburse expenditures from proceeds of borrowing, and the need for funds to continue to fund the neighborhood loan program [in a recommended amount of \$100,000). Lengthy discussion with questions occurred by the members of the CDA. The recommendation from the office of the Mayor would be a request for a motion to approve \$100,000 to keep the neighborhood loan program going (having these funds restricted for this purpose only}, and taken no action on the remaining amount of \$645,139.00 until the CDA has further discussion. A motion was made by Jeff Schlax and Seconded by Marty Van Hoof to approve \$100,000 from the TIF Fund 409 for the Neighborhood Loan Program (restricting the funds to only be used for this program), and take no further action on the Fund 409 at this time. On a roll call vote: Van Hoof – aye, Houlehen – aye, Schlax – aye, Hollenbeck – aye. Motion carried.

With no objection from the CDA, items # 4 and # 5 on the agenda, discuss staff initiative to amend the Redevelopment District # 2 Plan for informational purposes, and discussion and take appropriate action on the request by the Gift Shoppe at 4805 South Packard Avenue for temporary use of vacant CDA-owned land at 4825 South Packard Avenue for seasonal wind garden display, will come back to the CDA next month.

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Adjourn

Houlehen moved, seconded by Van Hoof to adjourn. Motion carried.

Meeting ended at 6:04p.m.

Next CDA meeting: April 24, 2018 @ 5:30 pm

Respectfully submitted:

John R. Hohenfeldt, Mayor for Brian F. Biernat, Executive Director