



AGENDA
City of Columbus
Community Development Authority
February 4, 2019 6:30 PM
Columbus City Hall
Council Chambers

1. Call to Order
2. Determination of Quorum
3. Notice of Posted Meeting
4. Approve Agenda
5. Approve Minutes
6. Citizen Comments
7. Unfinished Business
 - a. CDBG Close Update
 - b. Review and Discussion of CDA Responsibilities identified by CDA bylaws and Municipal Code.
8. New Business
9. Adjournment

Notice: It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice



**City of Columbus
Community Development Authority
October 01, 2018 6:00 PM
Columbus City Hall**

Minutes

1. Call to Order – Meeting was called to order at 6:17 PM.
2. Determination of Quorum – Members present were: Michael Clark, Michael Thom, Mike Meyers and Rolf Lang. Bill Reece and Kate Collier were excused
3. Notice of Posted Meeting – Meeting was noticed in accordance with state and local laws
4. Approve Agenda – Motion by Meyers, seconded by Lang to approve the agenda as presented. Motion passed 4-0
5. Approve Minutes – Motion by Meyers, seconded by Lang to approve the August 20, 2018 Minutes as presented. Motion passed 4-0
6. Citizen Comments – No Comments were made
7. Unfinished Business
 - a. Review and Discussion of CDA Responsibilities identified by CDA bylaws and Municipal Code.

Schreiber provided an overview of the current bylaws and Municipal Code related to the Columbus CDA. Clark suggested looking at other CDA's to develop a new set of bylaws. He provided examples from other communities that could be used for this effort. The consensus from the CDA was to conduct further research into what duties are assigned to other CDA's in Wisconsin.

8. New Business
 - a. Discuss moving of next meeting date from November 5th.

Schreiber noted the November 5th meeting would conflict with a rescheduled council meeting. The CDA was tentatively rescheduled for November 1st.

9. Adjournment – Motion by Lang and a second by Clark to adjourn the meeting at 7:12



Wisconsin Department of Administration

Division of Energy, Housing and Community Resources

CDBG – CLOSE Program Updates

David Pawlisch, Bureau Director
Mark Staff, Section Chief

- Community Development Block Grant (CDBG) Economic Development (ED) Revolving Loan Fund (RLF) Closeout Program (CDBG-CLOSE)
- CDBG-ED Changes
- Next steps
- Questions

Approved CDBG-CLOSE Program

- The State submitted to HUD a Substantial Amendment to the State's Comprehensive Plan to create an ED-RLF closeout program (CDBG-CLOSE) which HUD has now officially approved.
- The CDBG-CLOSE program will start on February 1, 2019. At that time no RLF loans can be made.
- On 2/1/19, RLFs that were capitalized with Pre-1992 awards can be deemed defederalized if the Unit of General Local Government (UGLG) can certify they have not received any post-December 31, 1991 economic development awards. The certification document will be posted on our website no later than 1/15/19

CDBG-CLOSE Program

How will this work?

- February 1, 2019 starts the two year window for UGLGs with CDBG-ED RLFs to turn in their funds to DOA and apply for reuse for eligible projects.
- When you are ready to return the funds to DOA, you will need to fill out a Closeout Report, similar to the previous semi-annual RLF reports, to be submitted along with supporting docs to verify the closeout balance. The Closeout Report will be available on our website no later than 1/15/19.

How will this work?

- The cash on hand balance must be returned to DOA and will be held until 1/31/21 exclusively for the unit of government who returned the funds.
- UGLGs have the opportunity to buyout outstanding loan balances. UGLGs would have to come up with any source of funding in the amount of the outstanding RLF loan receivables balance and return those funds to the State with the cash on hand.
- UGLGs can send a check for the CDBG-CLOSE balance any time within the two year window starting 2/1/19.

PROGRAM CHANGE REQUIRED BY HUD

- UGLGs who are unable or unwilling to buyout the loan receivables balance in the two year window **MUST CONTINUE TO SERVICE OUTSTANDING LOANS.**
- UGLGs must enter into an agreement with DOA that will outline responsibilities such as: 1) Loan servicing 2) Monthly remittance to DOA 3) Responsibility for pursuing collections on delinquent/defaulted loans
- After the cash on hand is submitted to DOA, UGLGs must collect repayments from the businesses for all outstanding loans and **FORWARD THOSE REPAYMENTS TO DOA EVERY MONTH.**
- Loan repayments will not be held for the community to reuse through the CDBG-CLOSE program. The community will not be able to claim the balances.
- Administrative fees may be taken from repayments during CLOSE until the UGLG turns in their cash balance to the State. After that no admin fees are allowed and any delinquent or defaulted loans must be pursued by the UGLG at their own expense.

CDBG-ED Changes

- CDBG-ED program has changed to a forgivable loan.
- If national objective of 51% or greater LMI job creation/retention is achieved, loan would be forgiven with no repayment from business.
- Anticipated award amounts are between 7k-10k per FTE job.

Next Steps

- Timeline:
- CDBG-CLOSE webinars 12/19/18 and 12/20/18
- Application training webinar in mid-January 2019
- CDBG-CLOSE documentation available 1/15/19
- Official CDBG-CLOSE start date is 2/1/19
- Return of funds and applications for reuse due by 1/31/21
- Stay tuned for additional webinars to be announced regarding applying for reuse of funds for eligible projects.

CDBG CLOSE Program Summary

Closeout Account Funds

The amount available to a community in its RLF Closeout Account will be determined by taking the local Revolving Loan Fund bank balance and adding any current RLF accounts receivable. The City will have two options to consider for the CDBG CLOSE program. To calculate the CLOSE program total you the RLF Bank Balance and Current RLF Receivables. Please see the estimated Closeout totals below. These estimates include the full payment of the Kestrel Ridge Golf Management into the Cash on Hand and include the payments from Cercis Brewing through 1-31-2019.

- Option 1 - The City would turn over the RLF Bank Balance and write a check to DOA to purchase the receivables from the State. As the loans are paid back to the city the money is de-federalized, once the money is de-federalized the City spend the money as they see fit.

	RLF Bank Balance (Cash on Hand)	RLF Accounts Receivable	CLOSEOUT Total
Current	\$380,938.32	\$36,984.06	\$417,922.38
As of 12/31/2019	\$386,184.55	\$33,028.44	\$419,212.99
As of 12/31/2020	\$391,907.71	\$28,544.82	\$420,452.53

- Option 2 - The City would turn over the RLF Bank Balance and assign the receivables to the State. The Closeout total for option 2 would be equal to the Cash on hand column. Under this option the city would be required to service all loans until they are paid in full.

	RLF Bank Balance (Cash on Hand)	RLF Accounts Receivable	CLOSEOUT Total
Current	\$380,938.32	Assigned to DOA	\$380,938.32
As of 12/31/2019	\$386,184.55	Assigned to DOA	\$386,184.55
As of 12/31/2020	\$391,907.71	Assigned to DOA	\$391,907.71

Account Number	Title	Debit Amount	Credit Amount
200-111111	RLF; TREASURERS CASH	4,036.65	
200-111120	RLF; F&M BK - CDARS PROGRAM	.00	
200-111155	RLF; F&M BANK - CTF OF DEPOSIT	.00	
200-111160	RLF; F&M BANK SAVINGS	263,322.36	
200-111200	RLF; INVESTMENT	.00	
200-111220	RLF; LOAN; KESTREL RIDGE	117,615.96	
200-111230	RLF; LOAN; JIMMY JOHNS	.00	
200-111240	RLF; LOAN; HYDRO STREET BREWIN	.00	
200-111250	RLF; LOAN; DUBS - CAPITAL	18,090.01	
200-111255	RLF; LOAN; DUBS - EQUIPMENT	18,894.05	
200-111300	RLF; ALLOWANCE FOR UNCOLLECT		33,349.00-
200-136000	RLF; ACCOUNTS RECEIVABLE	.00	
200-212000	ACCOUNTS PAYABLE	.00	
200-213000	ACCOUNTS PAYABLE - ALLOCATED	.00	
200-215999	P/R ALLOCATED TO OTHE FUNDS	.00	
200-254000	DUE TO CDA; ADMIN FEE		39.37-
200-257000	DUE TO STATE OF WISCONSIN	.00	
200-259990	DUE TO/DUE FROM GENERAL FUND	.00	
200-261000	DEFERRED REVENUE	.00	
200-342900	FUND BALANCE		388,446.20-
200-424211-000	INTERGOVERNMENTAL AIDS	.00	
200-424212-000	INTERGOVERNMENTAL AIDS	.00	
200-424213-000	CDBG GRANTS FROM WI DEPT COM	.00	
200-424215-000	INTERGOVERNMENTAL AIDS	.00	
200-484811-000	RLF; LOAN - INTEREST ON LOANS		124.46-
200-484812-000	RLF; MISC. REVENUES	.00	
200-484815-000	RLF; INTEREST FROM CDBG	.00	
200-484830-000	RLF; INTEREST ON INVESTMENTS	.00	
200-494940-000	RLF; LOAN PAYOFFS	.00	
200-494960-000	RLF; TRSF FROM GENERAL FD	.00	
200-494970-000	TRANSFER FROM RLF INVESTMENT	.00	
200-511570-210	RLF; AUDIT/ACCTG SERVICES	.00	
200-511570-211	RLF; INVESTMENT SERVICES	.00	
200-511920-348	RFL; BAD DEBT EXPENSE	.00	
200-577700-000	RLF; TRAINING	.00	
200-577811-000	RLF; MISC. ADMIN EXPENSES	.00	
200-577811-111	SALARY	.00	
200-577811-151	SOCIAL SECURITY	.00	
200-577811-152	RETIREMENT	.00	
200-577811-312	RLF; OPERATING SUPPLIES	.00	
200-577811-332	RLF; TRAINING/MILEAGE EXPENSES	.00	
200-577812-000	RLF; LEGAL SERVICES	.00	
200-577813-000	GRANT ENG/ARCHITECT EXPENSES	.00	
200-577814-000	GRANT CONSTRUCTION EXPENSES	.00	
200-577815-000	INTERGOVERNMENT AIDS	.00	
200-581200-000	RLF; OTHER FINANCING USES	.00	
200-581200-600	RLF; TSF OUT TO OTHER FDS	.00	
Total REVOLVING LOAN FUND:		421,959.03	421,959.03-

Summary of Powers of Redevelopment Authorities

Wisconsin Stat. 66.1333.(5)(a)

- Prepare redevelopment plans
- Enter into any contracts determined by the authority to be necessary to effectuate the purposes of this section
- Numerous Real Estate Activities to carry out Redevelopment/Blight Elimination
- Financial Capabilities like issuing debt, bonds etc.
- Exercise any powers of a housing authority under s. 66.1201
- Undertake Condemnation proceedings of Blighted Property

Primary CDA Power and Duties

Municipality	Buy and/or Sell Real Estate	Issuance of Debt	Hiring Staff	Entering into Development Agreements	Amending Powers and Duties of Bylaws	Granting Variances	Enter into Contracts for Services	Issue Conduit Debt (Bonds)	Exercise use of Eminent Domain	Prepare CDA Budget	Prepare and Implement Projects and Plans	Construct of repair improvements	Borrow Money	Redevelopment/ Redevelopment Auhtority	Invest Funds	Administer Grant Programs	Adminoster TIF Financial Magement guidelines	Housing Authority	Review TIF Project Plans
City of Columbus	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes											
City of Tomahawk	Yes	Yes	Yes		Yes		Yes		Yes	Yes									
City of New Berlin	Yes		Yes		Yes		Yes	Yes			Yes	Yes	Yes		Yes	Yes			
Village of Belleville	Yes	Yes	Yes		Yes		Yes		Yes	Yes			Yes						
Village of Shorewood				Yes							Yes			Yes			Yes	Yes	Yes
Village of Grafton										Yes	Yes			Yes				Yes	Yes
Village of Whitefish Bay	Yes	Yes			Yes				Yes										
Totals	5	4	4	2	5	1	4	2	3	3	3	1	2	2	1	1	1	2	1

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City still eyes hotel, center for riverfront

By Ed Zagorski edz@wdtimes.com Dec 27, 2018



Watertown Redevelopment Authority Executive Director Kristen Fish said the city is still "very much interested" in seeing a hotel/conference center in its downtown area.

Her comments came on the heels of Watertown's Redevelopment Authority signing a letter of intent and a memorandum of understanding Dec. 17 with property developer T. Wall Enterprises, LLC of Middleton.

T. Wall Enterprises President Terrence Wall provided a brief presentation last week on a proposed 75-unit, multifamily development for Watertown's downtown which would have a sky deck overlooking the river.

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"We would love to still have a hotel and conference center, but not on that particular site," Fish told the Daily Times this morning.

She said there are other sites, potentially the parking lot along First Street, which could accommodate a hotel and conference center.

The RDA's long-term plan is to acquire all properties in that block and have them razed and redeveloped into a large commons area along the river and also a boutique kind of hotel. Both projects are part of an overall redevelopment plan pursued by the RDA.

The Watertown Redevelopment Authority has come to terms with the Watertown Daily Times property. The city is expected to close on it Jan. 11, 2019. The other five tenants on the 100 block of West Main Street include Triana's Trophy Case, Authentic Ancient Arts, Images Salon and the Wisconsin Hearing Aid Center. The Chalet Restaurant closed on Oct. 31 and it is uncertain if it will reopen at a new location.

The funding for the acquisition of these properties came from tax incremental financing District No. 5 (a TIF is a public financing method that is used as a subsidy for redevelopment, infrastructure and other community-improvement projects) which has generated several million dollars which can be used for these kinds of investments.

The Daily Times and Triana's Trophy Case are still searching for new locations.

The other agreements are with Kim Peterson, owner of the properties at 101 and 105 W. Main St., and 121 W. Main St., which is owned by WP Property Investments. Peterson operates Wisconsin Hearing Aid Center at 101 W. Main St. and has a rental property at 105 W. Main St., which is a tax preparation service. The 121 W. Main St. property is the location of Triana's Trophy Case which is operated by Ed Wolff III. The property also has three apartments on the second floor.

Authentic Ancient Arts, Images Salon and the Wisconsin Hearing Aid Center have not announced new locations.