



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

Thursday, October 13, 2011

4:30 PM

215 Martin Luther King, Jr. Blvd.
Room 260 (Madison Municipal Building)

SCHEDULED MEETINGS

Allied Development Subcommittee: Mon., Nov. 7, Noon, 313 MMB
Community Development Subcommittee: Tues., Nov. 8, 4:30 pm, 313 MMB
Housing Operations Subcommittee: Wed., Nov. 9, 4:30 pm, 120 MMB
CDA Regular Meeting: Thurs., Nov. 10, 4:30 pm, 260 MMB
CDA Special Meeting: Thurs., Dec. 22, 4:30 pm, 313 MMB

Shimanski noted that the October 27 CDA special meeting date should be incorporated in the above scheduled meetings.

CALL TO ORDER / ROLL CALL

Present: 7 -

Ald. Sue Ellingson; Tim Bruer; Daniel G. Guerra, Jr.; Gregg T. Shimanski;
Alice J. Fike; Stuart Levitan and Kelly A. Thompson-Frater

1 APPROVAL OF MINUTES

1a September 8, 2011: <http://legistar.cityofmadison.com/calendar/#current>

A motion was made by Thompson-Frater, seconded by Fike, to Approve the Minutes. The motion passed by voice vote.

1b September 22, 2011: <http://legistar.cityofmadison.com/calendar/#current>

A motion was made by Thompson-Frater, seconded by Fike, to Approve the Minutes. The motion passed by voice vote.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 [22059](#) COMMUNICATIONS

None

5 [17719](#) **HOUSING OPERATIONS MONTHLY REPORT**

Olvera reviewed the Housing Operations Monthly Report:

- CDA vacancy rate for September was 5%
- Truax renovation proceeding on schedule
- Very happy with residents at Burr Oaks Senior Apartments

A motion was made by Thompson-Frater, seconded by Guerra, to Accept. The motion passed by voice vote.

5a [24198](#) CDA Resolution No. 3049 - Authorizing the submission of the required 2012 PHA Annual Plan

In response to Ellingson question referencing Section 5.2 of the Annual Plan about how the CDA improve the quality of life for its residents, it was noted that the CDA acts as a facilitator vs. a provider, working in partnership with numerous agencies and community organizations on such programs as job training, food pantry, community gardening, East Madison Community Center, Meriter Parish Nurse, South Madison Coalition of the Elderly, and Meals on Wheels, that are catered toward CDA residents.

A motion was made by Guerra, Jr., seconded by Thompson-Frater, to Approve. The motion passed by voice vote.

5b [24199](#) CDA Resolution No. 3050 - Establishing the Payment Standards for the Section 8 Housing Choice Voucher Program

Conrad reviewed the Resolution:

- Historically, the CDA has set payment standards at or near the highest amounts allowed by HUD. Setting the standards high results in higher cost per unit, and so restricts the number of families CDA can assist. The CDA would like to see the payment standards remain unchanged at 100% of the 2012 FMRs in order to reduce per unit costs and thus allow CDA to give out new Vouchers to assist additional families. Shimanski commended Conrad and his staff for the analysis and approach used.

A motion was made by Levitan, seconded by Guerra, Jr., to Approve. The motion passed by voice vote.

6 [21255](#) **ECONOMIC DEVELOPMENT STATUS REPORT**

Brown reviewed the Economic Development Status Report:

- One conversion unit closed and one conversion unit under contract at Lake Point Condominiums, leaving a balance of 11 unsold units.
- Staff will meet with Steve Looft at the Lake Point Condominiums to inspect a finished unit, discuss Steve's approach to getting a white box unit ready for sale and overall maintenance concerns relating to such items as grading, gutters, leaky basement and tree trimming.
- Brown and his staff will provide oversight to Steve's work.
- Staff's on-site visit and meeting with the Monona Shores management staff on September 28 went fine.
- The last month of major seasonal turnover brought occupancy at Monona Shores down to 80%. Commissioners expressed concerns about the high vacancies, citing that it could be attributed in part to the housing market, a lack of aggressive marketing, particularly to employers such as WPS, personnel, need to upgrade the product and possibly negative perception of the neighborhood. Brown noted that the MR CDC Board, representing the owner, which will be meeting in November, will take up these concerns with management staff.

A motion was made by Bruer, seconded by Ald. Ellingson, to Accept. The motion passed by voice vote.

7 **DETAILED BUSINESS**

8 **BUSINESS BY THE COMMISSIONERS**

8a [24146](#) **2012 CDA MEETING SCHEDULE**

The CDA received and thanked staff for a good job on preparing the meeting schedule.

9 [23287](#) **CDA EXECUTIVE DIRECTOR'S REPORT**

Erdman reviewed the Executive Director's report dated October 13, 2011, covering Items 9a and 9b below:

- The 2012 Capital Budget contains three items relating to the CDA:
 1. \$340,000 - Second phase of Burr Oaks Senior Housing
 2. \$1,040,000 - Second phase of Truax Park
 3. \$1,350,000 - The Village on Park

- The proposed 2012 Operating Budget includes a position to handle housing strategy/planning for the City of Madison.
- Erdman reviewed the Truax Park Phase 2 Master Plan and Site Development Study which builds upon the recommendations made by the CDA Long Range Planning Subcommittee to revitalize the Truax Park Apartments into a viable community.
- Moving forward with RFP for a second phase combination of public housing and tax credits at Truax.

9a [24206](#) Capital Budget and Operating Budget Report

9b [24204](#) Discussion of Truax Park Phase II

10 [21520](#) **ALLIED DEVELOPMENT SUBCOMMITTEE REPORT**

Thompson-Frater presented the Allied Development Subcommittee report. The minutes of the October 10 Allied Development Subcommittee meeting were distributed for more details (minutes attached).

- RFP for Joint Venture Partner for construction and sale of homes in Mosaic Ridge has been drafted for review and comment.
- Staff is working on an RFP for homebuyer education and home ownership readiness.

A motion was made by Thompson-Frater, seconded by Guerra, to Accept. The motion passed by voice vote.

10a Executive Director's Report to Subcommittee

Erdman reviewed the Executive Director's reporting dated October 10, 2011, relating to the Allied Development Subcommittee:

- Erdman continues to attend neighborhood watch meetings on safety and security.
- The Mayor's Office is establishing a Neighborhood Resource Team in Allied.

11 [21247](#) **COMMUNITY DEVELOPMENT SUBCOMMITTEE REPORT**

Bruer presented the Community Development Subcommittee report. The minutes of the October 4 Community Development Subcommittee were distributed for more details (minutes attached).

A motion was made by Thompson-Frater, seconded by Bruer, to Accept. The motion passed by voice vote.

11a Executive Director's Report to Subcommittee

Erdman reviewed the Executive Director's report dated October 4, relating to the Community Development Subcommittee:

- Leasing is progressing quite well at Burr Oaks Senior Apartments.
- Proceeding with roof replacement at The Village on Park.
- Access looking at buying a pad at northern end of The Village on Park.
- Porchlight has rescinded the termination of contract relating to Truman Olson.

11b [19141](#) **TRUMAN OLSON UPDATE**

11c [20808](#) **THE VILLAGE ON PARK UPDATE**

12 **ADJOURNMENT**

A motion was made by Bruer, seconded by Ald. Ellingson, to Adjourn. The motion passed by voice vote. The meeting adjourned at 6:05 p.m.