



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

Thursday, January 11, 2018

4:30 PM

210 Martin Luther King, Jr. Blvd.
Room GR-27 (City-County Building)

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:32 p.m. by Chairperson Dean Brasser.

Present: 4 - Sara Eskrich; Daniel G. Guerra, Jr.; Dean Brasser and Claude A. Gilmore

Excused: 2 - Sheri Carter and Sariah J. Daine

Staff: Natalie Erdman, Tom Conrad, Lisa Daniels, Deborah Rakowski, Kevin Ramakrishna, Jim Nichols

APPROVAL OF MINUTES

A motion was made by Guerra, Jr., seconded by Gilmore, to Approve the Minutes of the December 14, 2017, meeting. The motion passed by voice vote.

PUBLIC COMMENT

All public comment was taken during the discussion of Item # 3.

DISCLOSURES AND RECUSALS

Sara Eskrich is a member of the Bayview Foundation Board.

1. [32700](#)

COMMUNICATIONS

HUD Section 8 Funding Notice:

Tom Conrad said a letter had been received from HUD, with their best guess of our 2018 section 8 funding, based on Congressional action taken during 2017. Because the inflation % has been established at 10.5%, we should expect a significant increase in funding. They suggested that we run a 95% or 99% proration scenario. Based on our 2017 spending of approx. \$12,064,000, we would receive approx. \$12.7 million at 95% and \$13.2 million at 99%. Conrad has discussed this with the Milwaukee HUD office. It is not likely we can add enough vouchers to take full advantage of the funding increase. We will need to absorb some families from other jurisdictions, and lease up some new clients as soon as possible.

Erdman noted that staffing will have to increase in order to review more applicants as soon as possible.

Committee Structure Memo:

Natalie Erdman said we have errors and omissions insurance for all Board members.

She said she had not completed the committee structure memo, but will finish and circulate it well before the next meeting.

Newspaper Article on Mosaic Ridge:

Erdman noted that a feature story on Mosaic Ridge had appeared in the Wisconsin State Journal on December 24, 2017.

PRESENTATION OF CONSENT AGENDA

None.

A motion was made by Guerra, Jr., seconded by Eskrich, to Suspend the Rules in order to take Items #5 and #6 out of order.. The motion passed by voice vote.

5. [49804](#) CDA Resolution 4252 - Authorizing the Chair and Secretary of the Community Development Authority ("CDA") to hire Kevin Barney at the law firm of Kutak Rock under a sole source purchase of services agreement to serve as Bond Council for the refinancing of the CDA Taxable Redevelopment Lease Revenue Bonds, Series 1999C (the "Lease Revenue Bonds") issued to finance parking for the Hilton Hotel.
- Kevin Ramakrishna of the City Attorney's Office said that due to lower interest rates, much money can be saved by refinancing these bonds. Bond counsel is a specialized area, and Kevin Birney has done this sort of work for the City before, and has extensive knowledge of the CDA bonds.
- Erdman said that City Attorney Michael May have recommended him, as have the Finance Department, and Springsted (our financial advisor). The CDA is just a pass-through in this bond structure, so our financing will not change. We will have no added cost, but we will not get a benefit..
- Gilmore said that in the future, more information should be provided to the Board when approval of a sole source vendor is proposed.
- A motion was made by Guerra, Jr., seconded by Eskrich, to Approve. The motion passed by voice vote/other.**
6. [50028](#) CDA Resolution # 4255 - Authorizing and awarding \$3,960,000 taxable redevelopment lease revenue bonds, series 2018A (Monona Terrace Hotel Parking Facility Project), establishing interest rates thereon, approving the execution and delivery of certain documents and authorizing certain other matters in relation thereto.
- Erdman said the resolution does not need to be approved at this time. The CDA will need a special meeting on February 6 to approve the resolution, once the bond amount and terms been determined. The Finance Committee will be acting on a separate part of this at another meeting on February 6
- A motion was made by Guerra, Jr., seconded by Eskrich, to Refer to the February 6, 2018 special meeting of the COMMUNITY DEVELOPMENT AUTHORITY. The motion passed by voice vote.**
2. [49981](#) Housing Operations Monthly Report - 2018
- Public Housing: Tom Conrad reported that there has been some improvement at West site and Triangle. The 28 mothballed units at Truax are now all vacant and being

prepared to lease. Painting and minor repairs are finished and major repairs are underway.

Section 8: this was discussed during the "Communications" presentation earlier in the meeting (see #1).

3. [50021](#)

CDA Resolution # 4254 - Authorizing the Executive Director to renew expiring contract(s) for the Project Based Voucher program.

Janis Reek, of Madison, representing Project Home, where she is Director of Special Projects, spoke in support of the resolution. She said the Project-Based Voucher (PBV) program is a great benefit. For their project at Prairie Crossing, the vouchers have made a huge difference in helping them to have a stable housing complex and serve very low-income people with special support services and other amenities.

Kaitlin Singleton, of Madison, representing Project Home, spoke in support of the resolution. At their Prairie Crossing project they have 24 PBV units and . Approximately 18% of the households they serve are at less than 10% of the average median income level, and the majority cannot afford the rent without the help of the vouchers.

Molly Hall, of Madison, representing Project Home, spoke in support of the resolution. She is their On-site Resident Services Coordinator. She runs a small food pantry, helps tenants with employment searches, helps them communicate with government agencies. They are trying to increase the quality of life for their tenants, and the PBVs are a big help.

Guerra asked about the number of clients and turnover rate at Prairie Crossing. Do they move people on?

Singleton said they are more into permanent housing, rather than a "move on" program.

Michael Bashford, of Madison, representing Housing Initiatives, Inc., spoke in support of the resolution. He said their program targets housing permanently and severe mentally ill persons. The vouchers allow them to provide stability for the residents, most of whom have lived there for ten years or more. They have three housing support staff, and intend to hire more in 2018. They receive only five vouchers.

Guerra asked why only five vouchers? Conrad said the receiving programs and numbers of vouchers were determined by the original RFP, when there weren't many vouchers available. A new RFP is needed..

Dana Pellebon, of Madison, representing Porchlight, Inc., spoke in support of the resolution. She said they have eight voucher units. Their support services include employment, medical assistance, a food pantry, and CCS workers for counseling. As of January 1 they are targeting Rapid Rehousing. They are eager to get more vouchers.

Erdman said the previous RFP for PBVs was done in 2006.

Guerra asked what the CDA could do to better support Porchlight's efforts?

Pellebon suggested lobbying HUD regarding the criminal background limitations/standards, and said that whatever your background, you should have

housing.

Nancy Wren Bauch, of Madison, representing the YWCA, spoke in support of the resolution. She said the YWCA has eight vouchers for eight apartments in the YWCA building downtown. They focus on young families, and the vouchers are a game changer for families she works with.

Guerra asked if a particular offense got people in trouble ?

Bauch said it was almost always drug related. Criminal background is a big problem for getting housing.

Brasser asked how many PBVs we can give?

Conrad said HUD rules have changed several times. Currently PBVs account for 13% of our voucher money. The CDA could consider expanding the this.

Erdman said we have not done a new RFP for vouchers because of budget uncertainty.

Guerra asked if the vouchers could be used as a leveraging tool.

Cilmore asked if we can (build up).

Conrad said we may be able to make a short-term change..He would report on this at the next meeting.

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

4. [50020](#)

CDA Resolution # 4253 - Authorizing the submission of the Section 8 Management Assessment Program (SEMAP) Certification, for the year ending December 31, 2017.

Tom Conrad explained that the Certification form was not yet ready for submittal . He was asked to present it to the CDA at the February meeting before submitting it to HUD.

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

7. [35133](#)

CDA EXECUTIVE DIRECTOR'S REPORT

Natalie Erdman presented the attached report, with updates on the status of CDA redevelopment projects

8. [36526](#)

BUSINESS BY THE COMMISSIONERS

9. [35867](#)

SCHEDULED MEETINGS

- February 6 - Special Meeting for approval of Res. #4255, time and location TBD.
- February 8 - Regular Meeting, 4:30 p.m. Room GR-27 CCB.

ADJOURNMENT

A motion was made by Eskrich, seconded by Guerra, Jr., to Adjourn. The motion passed by voice vote, and the meeting adjourned at 5:59 p.m.