



City of Madison

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

Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

Thursday, July 12, 2012

4:30 PM

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

SCHEDULED MEETINGS

CDA Special Meeting: Thurs., July 26, 4:30 p.m., 313 MMB

Community Development Subcommittee: Mon., July 30, Noon, 313 MMB

Allied Development Subcommittee: Tues., Aug. 7, Noon, LL-130 MMB

Housing Operations Subcommittee: Wed., Aug. 8, 4:30 p.m., Brittingham Apts.

CDA Regular Meeting: Thurs., Aug. 9, 4:30 p.m., 260 MMB

CALL TO ORDER / ROLL CALL

Present: 6 -

Sue Ellingson; Tim Bruer; Daniel G. Guerra, Jr.; Sariah J. Daine; Stuart Levitan and Kelly A. Thompson-Frater

1 APPROVAL OF MINUTES

1a June 14, 2012: <http://legistar.cityofmadison.com/calendar/#current>

A motion was made by Levitan, seconded by Ellingson, to Approve the Minutes. The motion passed by voice vote.

1b June 28, 2012: <http://legistar.cityofmadison.com/calendar/#current>

A motion was made by Levitan, seconded by Ellingson, to Approve the Minutes. The motion passed by voice vote.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 [25282](#) COMMUNICATIONS

None

5 HOUSING OPERATIONS SUBCOMMITTEE REPORT

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

Olvera presented the report:

- Finished with 2% vacancy rate.

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

6 [25284](#) ECONOMIC DEVELOPMENT STATUS REPORT

Brown presented the Economic Development Status Report:

- Two town homes under contract and two solid prospects at Lake Point Condominiums.

- Monona Shores is currently 100% occupied.

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

6a [26994](#) CDA Resolution No. 3097, authorizing a waiver of the Façade Improvement Grant Program Target Area for property located at 4916 East Broadway.

Brown introduced the resolution, noting that there remains only enough uncommitted funds in the 2012 operating budget to do a handful more of the Facade grants. Board members expressed support for the Waiver due in part to its location in an Urban Design District and stated that this could be a step toward working more closely with Aaron Olver and the Economic Development Division on economic development initiatives. Ellingson noted that she was not happy with the quality of information presented by the company.

A motion was made by Levitan, seconded by Bruer, to Approve with the following Amendment:

In the BE IT RESOLVED clause, delete the period at the end of the sentence and replace it with a comma and add the wording "subject to all of the terms of the Facade Improvement Grant Program and availability of funds."

The motion passed by voice vote.

7 [25285](#) ALLIED DEVELOPMENT SUBCOMMITTEE REPORT

Thompson-Frater and Erdman presented the Subcommittee report and the Executive Director's report respectively (Please see the attached minutes of the July 12 Subcommittee meeting for more details):

*- Getting contract in place with GreenPath who has put together a 12-month program.
- Will pick a couple of neighborhood residents to run through the program on a test run.*

- We will do outreach and screening through the Program.

- Kegonsa Builders is being reviewed; we will tour a couple of homes they have built with them and check references.

- Is recruiting lenders with in-house Programs for borrowers.
- Exploring ways to find funding.

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

8 [25286](#) **COMMUNITY DEVELOPMENT SUBCOMMITTEE REPORT**

Bruer and Erdman presented the Subcommittee report and the Executive Director's report, covering Item 8b below, respectively (Please see the attached minutes of the July 9 Joint Subcommittee meeting for more details):

- Access Community Health land sale is progressing on schedule.

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

8a [19141](#) **TRUMAN OLSON UPDATE**

Marx provided a brief Truman Olson update:

- New appraisal in.
- Negotiations are underway.
- Cedar Street extension in City's 2014 Capital Budget.

8b [20808](#) **THE VILLAGE ON PARK UPDATE**

8c [26923](#) CDA Resolution No. 3095, authorizing a Third Amendment to Sublease between the City of Madison and Head Start pertaining to the extension of the term of Head Start's sublease within the South Madison Health and Family Center at The Village on Park.

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

8d [26947](#) CDA Resolution No. 3096, authorizing the amendment of a space use agreement with Madison College for office space within The Atrium at The Village on Park.

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

8e [26998](#) Capital Revolving Fund loan application from Urban Land Interests, Inc. for apartment building located at 727 Lorillard Court

Erdman provided an update on the loan. The loan request is for \$500,000 which exceeds the \$250,000 maximum loan amount allowed under the program. The Joint Community Development & Capital Revolving Fund Subcommittee, at its meeting of July 9, considered whether they would support making a policy exception (Please see the attached July 9 Joint Subcommittee minutes for details of the discussion). The Joint Subcommittee voted not to provide an exception to the policy for the project.

9 **BUSINESS BY COMMISSIONERS**

Thompson-Frater announced that all subcommittees will remain the same for now. Erdman and Thompson-Frater will do leg work, provide education and solicit input from members at each meeting, using a consent agenda starting in August. This will free up time to lay ground work for new members. Guerra suggested the use of an outline of how the CDA works and what are the responsibilities.

The Housing Policy position should be on the July 18 Personnel Board agenda. Hope to be filled in September.

The candidate for the vacant Board position is Lauren Lofton, a real estate attorney having worked with non-profits and been active with neighborhood associations. She is employed with Foley Lardner in the Real Estate Division. She should be attending her first Board meeting on August 9.

- 9a Subcommittee Appointments
- 9b Strategic Planning Discussion
- 9c Update on Vacant Board Position

10 ADJOURNMENT

A motion was made by Bruer, seconded by Levitan, to Adjourn. The motion passed by voice vote. The meeting adjourned at 6:00 p.m.