



City of Madison

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

Thursday, October 2, 2014

4:30 PM

215 Martin Luther King, Jr. Blvd.
Room 313 (Madison Municipal Building)

~ PLEASE NOTE CHANGE IN ROOM LOCATION ~

SCHEDULED MEETINGS:

CDA Special Meeting: Thurs., Oct. 23, 4:30pm, 313 MMB
Community Development Subcommittee: Thurs., Nov. 6, Noon, 313 MMB
CDA Regular Meeting: Thurs., Nov. 20, 4:30pm, 313 MMB

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:31 p.m. by Lauren Lofton, Chairperson.

Staff Present: Natalie Erdman, Matt Wachter, Agustin Olver, Tom Conrad
and Craig Wilson

Present: 5 - Daniel G. Guerra, Jr.; Lauren K. Lofton; Sariah J. Daine; Dean Brassler
and Kelly A. Thompson-Frater

Excused: 2 - Lucas Dailey and Larry Palm

1 PUBLIC COMMENT

None

2 DISCLOSURES AND RECUSALS

None

3 [32700](#) COMMUNICATIONS

3A [35663](#) Update on Low-Cost Internet access for Low-Rent Public Housing

Olvera distributed the update. He said there is also an article in the Isthmus. The CDA would have to establish a cable company and then could sell it to residents at a lower cost. Ald. Resnick put into the budget money to do a study.

3B [35664](#) Update on Urban Land Interest request for CDA Lease Revenue Bond Financing for Anchor Bank Site

- 4 [35733](#) Readopting and reaffirming actions of the meeting on September 4, 2014 which was improperly noticed.

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

PRESENTATION OF CONSENT AGENDA:

At this time, a consent agenda will be moved with the recommendation to approve Items 5A and 6.

- 1) Items which have registrants wishing to speak.
- 2) Items which require an extraordinary or roll call vote and are not included on the consent agenda by unanimous consent.
- 3) Items which commissioner(s) have separated out for discussion/debate purposes.

A motion was made by Guerra, seconded by Thompson-Frater, to adopt the consent agenda. The motion passed by voice vote.

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

Olvera provided the update. He said we're at 90% occupancy this month. He distributed "Housing Choice Voucher Payment Standards" (attached). Every year HUD issues its fair market rents and it is rents that they say is the 40%, which HUD would consider a reasonable rent. Varies by bedroom size. HUD does allow us to go 10% above. A few years ago we didn't increase our rents to keep our rents low. Going to recommend that we increase our payment standard. Look it over and come back with a resolution next month to approve the payment standard. Haven't raised them for several years.

Conrad said the Housing inspectors are responsible for finding comparable units. They keep a data base of unsubsidized units. 70% of clients are paying more than 30% of their income. Haven't increased our payment standards since 2009. Wachter said rents went up from 2010 to 2014 35-40%. We're at 3% vacancy right now. It's a nationwide phenomenon - we're one of the lowest in the country though.

- 5A [29695](#) Housing Operations Subcommittee Report

- 5B [35662](#) CDA Resolution No. 4091, authorizing the submission of documents regarding the required 2015 PHA Annual Plan and Five-Year Plan for Fiscal Years 2015-2019.

Olvera said HUD requires an Annual plan every year. This year we also have to file a five-year plan. The plan recaps our efforts to pursue vouchers, VASH Voucher program, ROSS program (Triangle) for disabled, etc. New initiatives need to be put into the plan. Project-based vouchers for affordable housing (Dan Guerra left the room).

**A motion was made by Thompson-Frater, seconded by Brassier, to Approve.
The motion passed by the following vote:**

Absent: 1 - Daniel G. Guerra, Jr.

Ayes: 4 - Lauren K. Lofton; Sariah J. Daine; Dean Brassier and Kelly A. Thompson-Frater

Excused: 2 - Lucas Dailey and Larry Palm

6 [32701](#) ECONOMIC DEVELOPMENT UPDATE

6A [35630](#) CDA Resolution No. 4097, authorizing a waiver of the Façade Improvement Grant Program Target Area for property located at 1602 Gilson Street, and directing staff to process the application under the normal operating standards and procedures of the program.

Craig Wilson appeared to request a waiver to go outside the target area for a façade grant. He brought in a large map of the targeted area. The location in question is down on Park Street right where Gilson Street makes a bend and comes back to Beld. To the east is a a very industrial area and then it does back up to a residential neighborhood. It's a dark, depressing, cement block building in need of some work. Owner has a tenant that has gone through the planning process to create a small micro brew pub. Great addition to the neighborhood. This is basically a storage building and the tenant wants to create a retail and business space. This may even create jobs in the neighborhood. UDC will have to approve the design.

Thompson-Frater said this is totally surrounded by commercial property. It looks like a great project.

Lofton asked how were the target areas identified. Wilson said they looked at what is the commercial/retail/corridors and identified some of them. Bock Water Heater on Paterson was granted a waiver. Also a business on Livingston.

Daine asked isn't there a cab company back in there also. Wilson said yes and also the Library has a distribution center there. Daine asked if we grant one, could this start something. That could be a good thing. Look at including this area in the target area. Quite a few businesses that could use some help. Wilson said the property owner also owns some other property across the street, a commercial kitchen which vendors use for their carts (Dan Guerra returned).

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

Excused: 2 - Lucas Dailey and Larry Palm

7 [32703](#) CDA EXECUTIVE DIRECTOR'S REPORT

Erdman provided the update. The biggest items will be covered under Truax and Allied updates.

The Village on Park roof replacement will be complete next week.

The UW sent us notice that they're ready to sign a term sheet to rent the Cricket space. Will be before the CDA at the next meeting.

8 [33361](#)

TRUAX PARK REDEVELOPMENT UPDATE

Erdman provided the update. The target closing was the first part of October. We're pretty close to getting State sign off on the plat. Close to getting due diligence with investor. Construction bids came back much higher than what we had budgeted. Construction trades so busy right now that in a number of areas we received no bids - drywall, excavation and concrete. McGann has continued to work to put them in contact with some subs that have worked for the City. The bids will still be high. Looking at ways to cut costs. Proposed date to begin construction was middle of September. Still hope to have demo before end of October would be good and full construction in November. Credits only good until the end of next year. Different style than what is on site. Thompson-Frater said everything but the vinyl siding looks okay.

9 [35665](#)

ALLIED DRIVE UPDATE

9A [35668](#)

CDA Resolution No. 4098, approving the expenditure of an additional \$15,000 for the acquisition of a pre-fabricated house from Madison Area Technical College Construction & Remodeling Program, contracting with Bluestone Custom Homes, LLC for site work, and other construction activities related to placement of the pre-fabricated house.

Wachter said the foundation went in and they ran into two problems. The fill they uncovered is of much lower quality than expected. Need to fill in the site with extra stone. Also chose to build on one of the more challenging sites. Have to build frost walls for the garage. There was a mistake in the survey and the storm sewer is not where it was supposed to be, but 10+ feet into the lot. Working with City Engineering to resolve this. May have to change lot lines. Extra stone, frost walls and then the cost to move - \$15,000 should cover everything. Was supposed to move yesterday, but crew was delayed with their previous job. Hope to schedule it for next week. May have to change lot lines on five lots. Erdman said we may be getting some free surveying work done.

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

10 [35544](#)

Direct The Community Development Authority of the City of Madison ("CDA") to draft and issue a request for qualifications ("RFQ") for development, property management, and support services relating to the development and operation of permanent supportive housing for homeless families.

A motion was made by Guerra, Jr., seconded by Thompson-Frater, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote.

Wachter said they are proposing housing for families for the second phase of development for permanent supportive housing. Have developer and service provider come in as a team. Very similar process as before. Have team on board early December. Working on a site. Probably not close to Phase 1. Want to be close to bus lines. Half the zoning districts don't work for 40 units. Focusing on west side. Also looking at upper Park Street area and along University Avenue. A healthy TIF district would be helpful. Also a site that City owns would be great.

11 BUSINESS BY THE COMMISSIONERS

Wachter provided an update on Phase 1 of permanent supportive housing. He said they are working on a tax credit investor. The retaining wall is failing so temporary measures need to be taken. A UDC informational meeting was held. The UDC was mostly positive. A neighborhood meeting was held last week. Service and tenant selection plan were the big concerns. There will be a person at the front desk 24/7, one head property manager, and maintenance person. Regarding services, we are working with a local federal health care center to figure out Medicaid reimbursement for five clinically trained professionals (includes trained manager, two clinical social workers, licensed or certified mental health specialist and case worker, clinically qualified supervisor for staff). The team will have a special designation. This is how Heartland runs their teams in Illinois. Heartland pays their employees and bill their costs to Medicare. Access community Health looking to join the team. It could be a joint venture.

Thompson-Frater asked if the neighborhood is satisfied. Wachter said they have made progress. At the end of meeting there was clapping. There is still opposition from a couple of neighbors. Concerns about parking. Working on partnering with neighbors. Fence and plantings shielding neighbor with daycare.

12 ADJOURNMENT

A motion was made by Guerra, Jr., seconded by Thompson-Frater, to Adjourn. The motion passed by voice vote. The meeting adjourned at 5:33 p.m.