



# City of Madison

## Meeting Minutes - Final

### COMMUNITY DEVELOPMENT AUTHORITY

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

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Thursday, November 9, 2006

4:30 PM

215 Martin Luther King, Jr. Blvd.  
Room 130 (Madison Municipal Building)

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#### 1 ROLL CALL

*The Chair welcomed Alice Fike as a new appointee to the CDA as a public housing resident.*

**Present:** Tim Bruer, Kevin M. O'Driscoll, Gregg T. Shimanski, Alice J. Fike and Stuart Levitan

**Excused:** Isadore Knox, Jr. and Susan D. Canty

#### 2 APPROVAL OF MINUTES

A motion was made by Bruer, seconded by Shimanski, to Approve the Minutes.  
The motion passed by acclamation.

#### 3 PUBLIC COMMENT

*None.*

#### 4 COMMUNICATIONS

*None.*

#### 5 VILLAGER UPDATE

##### A. APPROVAL OF 2007 BUDGET

*Mr. John Matheson of Siegel-Gallagher appeared to answer questions.*

*A motion was made by Bruer, seconded by O'Driscoll, to approve the Villager 2007 budget with an amendment that the CDA approve a one-time waiver of the utility charges of \$2,400 for the Financial Education Center. The motion passed by acclamation.*

##### B. REQUEST FOR PROPOSALS - PROJECT MANAGER UPDATE

*Percy Brown reported that two proposals were received and the Bower Group, LLC is being recommended. The CDA concurred.*

#### 6 ROUTINE BUSINESS

##### 6a Community Development Status Report for the month of October 2006.

*Percy Brown reported that the Lake Point Condominium construction is progressing very well, but traffic at the site was very slow. Percy will be arranging for a tour of the site by the CDA and staff in December. CDA members expressed concerns about the*

*marketing efforts and requested that the realtors be present during the tour. Gregg Shimanski expressed concerns over the large balances of uncommitted funds in the rehab loan accounts. Percy stated that loan activity is down slightly compared to average, but that this is a function of the market as opposed to program deficiency. The newly revised Homebuyers Assistance Program is in its early stages of marketing. Our established Home-Buy Down Payment Assistance Program is doing very well and has ample funds on hand to meet demand. In early 2007 staff will be expanding the marketing of all its programs. At the January 11, 2007, CDA meeting, staff will be providing a report on its marketing efforts and loan activities in 2006.*

**6b Housing Operations Status Report for the month of September 2006.**

*A motion was made by Shimanski, seconded by Fike, to approve the Housing Operations Status Report for the month of September 2006. The motion passed by acclamation.*

**6c CDA Resolution No. 2738, authorizing the signing of a contract for WI 3-5 Tenney Park Apartments roof replacement. (This line item has been budgeted for and is included in the 2004 Capital Fund Program).**

*A motion was made by Shimanski, seconded by Bruer, to approve CDA Resolution No. 2738. The motion passed by acclamation.*

**6d Housing Operations Subcommittee appointments.**

*The Chair appointed Debra Henning to the Housing Operations Subcommittee as a public housing resident and Alice Fike as a CDA member.*

**7 DETAILED BUSINESS**

**7a Monona Shores Update**

*Percy Brown distributed copies of the report he had prepared on the review of the Monona Shores occupancy. A committee comprised of Mark Olinger, Percy Brown, Gregg Shimanski, Debbie Zamzow and Sue Broihahn was charged by the CDA, at its September 14, 2006, meeting, to review the Monona Shores vacancy problem. Since June 2005, the Monona Shores vacancy has remained steadily high. Percy reviewed the findings and recommendations of the Committee. The Committee recommends that the CDA authorize up to \$70,000 from the CDA General Fund to cover the outstanding management fees and payroll reimbursement. The property is currently able to carry the operational bills, except for approximately \$30,000 in tax escrow payments. The CDA deleted recommendations No. 3 and 4 from the report and referred it to the December 14, 2006 meeting for action.*

**7b CDA Resolution No. 2737**

*Authorizing the extension of the maturity date of the existing \$4,100,000 revolving line of credit loan from Fannie Mae to December 15, 2011; and authorizing the Chair and Executive Director to execute the various documents necessary for this transaction.*

*A motion was made by Shimanski, seconded by O'Driscoll, to approve CDA Resolution No. 2737. The motion passed by acclamation.*

**7c [04881](#)**

Authorizing the extension of the maturity date by the CDA of a revolving line of credit loan in an amount of Four Million One Hundred Thousand Dollars

(\$4,100,000) from Fannie Mae, a corporation organized and existing under the laws of the United States of America ("Fannie Mae"), from December 15, 2007, to December 15, 2011, and authorizing the Mayor and City Clerk to execute any and all documents required by Fannie Mae in connection with said revolving line of credit loan.

**A motion was made by Shimanski, seconded by O'Driscoll, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by acclamation.**

## **8 BUSINESS BY THE COMMISSIONERS**

*Consideration of CDA 2007 meeting schedule. The consensus of the CDA members was to remain with the current meeting schedule of the second Thursday of the month.*

*Also, a majority of the CDA members indicated that they were available to attend a special combined meeting of the Community Development Authority, Community Development Block Grant Commission, Community Services Commission and Economic Development Commission on Thursday, December 7, 2006, at 5:00 p.m. The purpose of the meeting is to hear a special presentation on the three concept plans that have emerged from the Allied Community Design Process.*

## **9 SECRETARY'S REPORT**

*No report.*

### **9a Allied Drive Update**

*No report.*

### **9b Long-Range Planning Committee Update**

*No report.*

## **10 ADJOURNMENT**

*Adjourned at 6:00 p.m.*

**A motion was made by Shimanski, seconded by Fike, to Adjourn. The motion passed by acclamation.**

*Respectfully submitted,*

*Percy Brown, Deputy Secretary  
Community Development Authority*