



## CommunityDevelopmentAuthority

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**DATE:** July 9, 2020  
**TO:** CDA Board  
**FROM:** Deborah Rakowski, Housing Operations Manager  
Madison Community Development Authority  
**SUBJECT:** Housing Operations Report

### COVID Response

- CDA staff are preparing for reopening as we continue to follow guidance from our local public health department and the City of Madison. All CDA offices have continued to be closed to the public. CDA administrative staff, including Section 8 Housing Specialists, continue to telework and are available via phone or email.
- Maintenance staff have deployed a new disinfectant product at CDA properties which requires reapplication every 5 days. The Section 8 Housing Inspectors will be using this product (along with hand sanitizer) in their vehicles as they resume inspections.
- The CARES Act Eviction Moratorium for nonpayment of rent is due to expire on July 24, 2020. The CDA has not issued any eviction notices during the moratorium (for any reason). Property managers are working to create repayment agreements with any resident who have not paid rent during the moratorium. The CDA has not collected any late fees or NSF fees since March 28, 2020.

### CDA Safety and Security Program

- **Contracted Security:** CDA's contracted security company, NSI, began service on March 24<sup>th</sup>, as provided in the previous update. Onboarding of the new company occurred from February 24<sup>th</sup> through March 24<sup>th</sup> and will continue as security services respond to covid and training providers are available. To date, there are 3 approved regular guards and 2 guards in training.
- **Employed Security:** The CDA Security Monitor has maintained social distancing through COVID while maintaining the same number of work hours on site at the Triangle.
- **Resident Communication:** All CDA residents were mailed an introduction letter to the new security contractor with a magnet including the guard phone number. To date, resident feedback on the CDA's security program has been primarily positive, specifically regarding parking enforcement.
- **Reporting:** CDA staff and the CDA security contractor continue to learn and use the new mobile phone application. The app has allowed reporting to be more comprehensive and timely.
- **Security during COVID:** Security personnel wear PPE and are maintaining six feet of distance with residents. Meetings with residents will resume once the public health department recommends resuming public gatherings.

## **Madison ConnectHome**

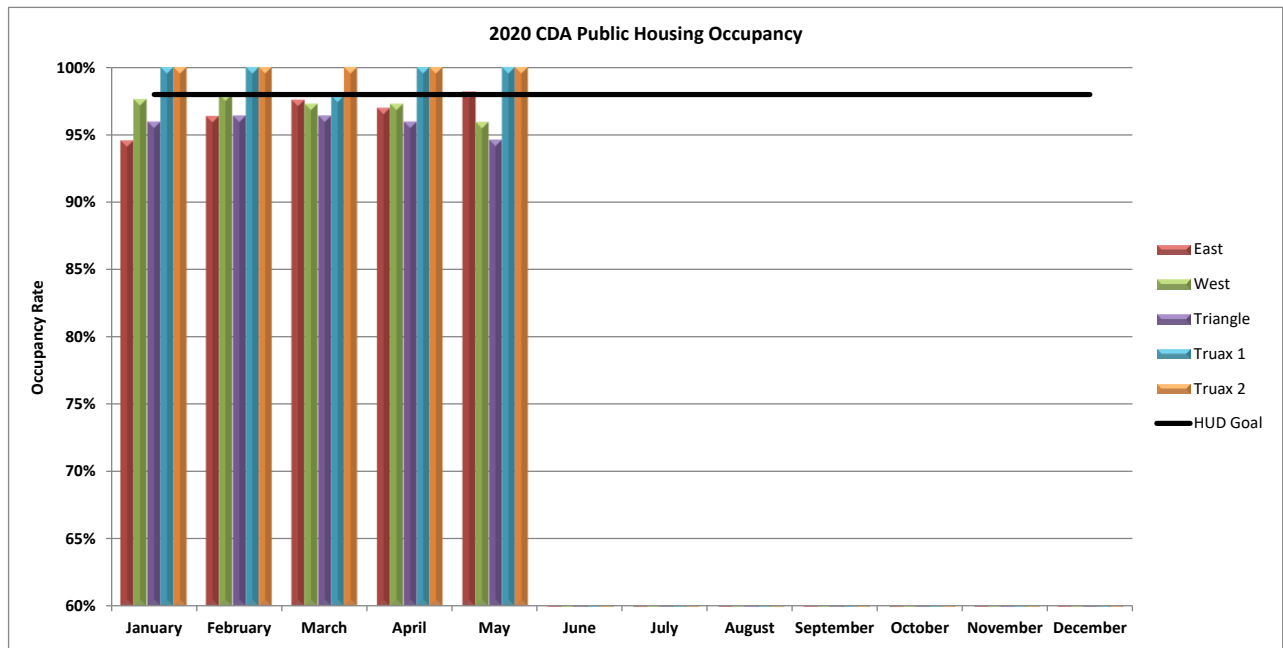
- The CDA partnered with the East Madison Community Center to apply for grant funding from the Wisconsin Public Service Commission to create a lending library at Truax Park Apartments and Webb Rethke Townhomes. The grant proposal in the amount of \$40,214 was funded. The project is scheduled to begin in August 2020.
  - 20 CDA residents received a Samsung data enabled tablet and 5 residents received an unlimited data mobile hot spot. Devices were distributed by the CDA Service Coordinator. Data plans are available on these devices free of charge to residents for 2 years.
  - The CDA partnered with DaneNet and the City of Madison to upgrade resident computers at 3 CDA properties.
  - CDA residents were mailed an Internet Usage Survey in July. This survey was funded by the City of Madison Information Technology Department and will be completed at the end of July. Results will provide a baseline measurement on the number of CDA residents currently connected to the internet.
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# 2020 Occupancy Report - CDA Housing Operations



## Low-Rent Public Housing

|                           |                           | January    | February   | March      | April      | May        | June       | July       | August     | September  | October    | November   | December   |
|---------------------------|---------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
|                           | <b>HUD Occupancy Goal</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> | <b>98%</b> |
| <b>AMP 200 - East</b>     | <b>Total ACC Units</b>    | 166        | 166        | 166        | 166        | 166        | 166        | 166        | 166        | 166        | 166        | 166        | 166        |
|                           | <b>Vacant Units</b>       | 9          | 6          | 4          | 5          | 3          |            |            |            |            |            |            |            |
|                           | <b>Occupancy Rate</b>     | 94.58%     | 96.39%     | 97.59%     | 96.99%     | 98.19%     |            |            |            |            |            |            |            |
| <b>AMP 300 - West</b>     | <b>Total ACC Units</b>    | 297        | 297        | 297        | 297        | 297        | 297        | 297        | 297        | 297        | 297        | 297        | 297        |
|                           | <b>Vacant Units</b>       | 7          | 6          | 8          | 8          | 12         |            |            |            |            |            |            |            |
|                           | <b>Occupancy Rate</b>     | 97.64%     | 97.98%     | 97.31%     | 97.31%     | 95.96%     |            |            |            |            |            |            |            |
| <b>AMP 400 - Triangle</b> | <b>Total ACC Units</b>    | 224        | 224        | 224        | 224        | 224        | 224        | 224        | 224        | 224        | 224        | 224        | 224        |
|                           | <b>Vacant Units</b>       | 9          | 8          | 8          | 9          | 12         |            |            |            |            |            |            |            |
|                           | <b>Occupancy Rate</b>     | 95.98%     | 96.43%     | 96.43%     | 95.98%     | 94.64%     |            |            |            |            |            |            |            |
| <b>AMP 500 - Truax 1</b>  | <b>Total ACC Units</b>    | 47         | 47         | 47         | 47         | 47         | 47         | 47         | 47         | 47         | 47         | 47         | 47         |
|                           | <b>Vacant Units</b>       | 0          | 0          | 1          | 0          | 0          |            |            |            |            |            |            |            |
|                           | <b>Occupancy Rate</b>     | 100.00%    | 100.00%    | 97.87%     | 100.00%    | 100.00%    |            |            |            |            |            |            |            |
| <b>AMP 600 - Truax 2</b>  | <b>Total ACC Units</b>    | 40         | 40         | 40         | 40         | 40         | 40         | 40         | 40         | 40         | 40         | 40         | 40         |
|                           | <b>Vacant Units</b>       | 0          | 0          | 0          | 0          | 0          |            |            |            |            |            |            |            |
|                           | <b>Occupancy Rate</b>     | 100.00%    | 100.00%    | 100.00%    | 100.00%    | 100.00%    |            |            |            |            |            |            |            |



## CDA Managed Section 8 Voucher Units

|                      |                       | January | February | March  | April  | May    | June | July | August | September | October | November | December |
|----------------------|-----------------------|---------|----------|--------|--------|--------|------|------|--------|-----------|---------|----------|----------|
| <b>Truax Phase 1</b> | <b>Total Units</b>    | 24      | 24       | 24     | 24     | 24     | 24   | 24   | 24     | 24        | 24      | 24       | 24       |
|                      | <b>Vacant Units</b>   | 3       | 4        | 2      | 3      | 3      |      |      |        |           |         |          |          |
|                      | <b>Occupancy Rate</b> | 87.50%  | 83.33%   | 91.67% | 87.50% | 87.50% |      |      |        |           |         |          |          |

## Multifamily Housing

|                 |                       | January | February | March  | April  | May    | June | July | August | September | October | November | December |
|-----------------|-----------------------|---------|----------|--------|--------|--------|------|------|--------|-----------|---------|----------|----------|
| <b>Parkside</b> | <b>Total Units</b>    | 96      | 96       | 96     | 96     | 96     | 96   | 96   | 96     | 96        | 96      | 96       | 96       |
|                 | <b>Vacant Units</b>   | 5       | 4        | 3      | 2      | 2      |      |      |        |           |         |          |          |
|                 | <b>Occupancy Rate</b> | 94.79%  | 95.83%   | 96.88% | 97.92% | 97.92% |      |      |        |           |         |          |          |
| <b>Karabis</b>  | <b>Total Units</b>    | 20      | 20       | 20     | 20     | 20     | 20   | 20   | 20     | 20        | 20      | 20       | 20       |
|                 | <b>Vacant Units</b>   | 0       | 0        | 1      | 1      | 1      |      |      |        |           |         |          |          |
|                 | <b>Occupancy Rate</b> | 100.00% | 100.00%  | 95.00% | 95.00% | 95.00% |      |      |        |           |         |          |          |

## 2020 Housing Choice Voucher Utilization Report



|  | January   | February  | March     | April     | May       | June | July | August | September | October | November | December |
|--|-----------|-----------|-----------|-----------|-----------|------|------|--------|-----------|---------|----------|----------|
| <b>ACC Vouchers</b>                            | 1910      | 1915      | 1915      | 1915      | 1915      |      |      |        |           |         |          |          |
| <b>Total Funding Available (Monthly)</b>       | 1,224,379 | 1,244,617 | 1,244,617 | 1,244,617 | 1,244,617 |      |      |        |           |         |          |          |
| Homeownership                                  | 39        | 39        | 39        | 39        | 41        |      |      |        |           |         |          |          |
| Family Unification (FUP)                       | 71        | 72        | 75        | 71        | 70        |      |      |        |           |         |          |          |
| Portable Vouchers                              | 17        | 13        | 33        | 18        | 22        |      |      |        |           |         |          |          |
| Tenant Protection Vouchers                     |           |           | 25        |           | 25        |      |      |        |           |         |          |          |
| Veterans Affairs Supported Housing (VASH)      | 155       | 168       | 154       | 165       | 164       |      |      |        |           |         |          |          |
| All Other Vouchers                             | 1360      | 1367      | 1410      | 1406      | 1391      |      |      |        |           |         |          |          |
| <b>Total Vouchers</b>                          | 1642      | 1659      | 1736      | 1699      | 1713      |      |      |        |           |         |          |          |
| <b>Voucher Utilization Rate</b>                | 86%       | 87%       | 91%       | 89%       | 89%       |      |      |        |           |         |          |          |
| <b>Total Housing Assistance Payments (HAP)</b> | 1,109,918 | 1,137,577 | 1,193,117 | 1,172,819 | 1,215,111 |      |      |        |           |         |          |          |
| <b>HAP Utilization Rate</b>                    | 91%       | 91%       | 96%       | 94%       | 98%       |      |      |        |           |         |          |          |
| <b>Per Unit Cost (PUC)</b>                     | 676       | 686       | 687       | 690       | 709       |      |      |        |           |         |          |          |
| <b>Project Based Vouchers Leased</b>           | 179       | 190       | 185       | 187       | 185       |      |      |        |           |         |          |          |
| <b>Total Project Based Vouchers Available</b>  | 202       | 202       | 202       | 202       | 202       |      |      |        |           |         |          |          |
| <b>PBV Utilization Rate</b>                    | 89%       | 94%       | 92%       | 93%       | 92%       |      |      |        |           |         |          |          |

