



City of Madison

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

Thursday, February 12, 2015

4:30 PM

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

[35867](#)

SCHEDULED MEETINGS:

Special CDA Meeting: Thurs., Feb. 26, 4:30pm, LL-130 MMB
Finance Subcommittee: Tues., March 3, Noon, LL-130 MMB
Community Development Subcommittee: Thurs., March 5, Noon, 313 MMB
Housing Operations Subcommittee: Wed., March 11, 4:30pm, 120 MMB
CDA Regular Meeting: Thurs., March 12, 4:30pm, 260 MMB

CALL TO ORDER / ROLL CALL

Staff Present: Natalie Erdman, Augie Olvera and Matt Wachter

Lauren called the meeting to order at 4:41 p.m.

Present: 4 - Larry Palm; Lauren K. Lofton; Sariah J. Daine and Dean Brassier

Excused: 3 - Lucas Dailey; Daniel G. Guerra, Jr. and Kelly A. Thompson-Frater

1 APPROVAL OF MINUTES: January 22, 2015

A motion was made by Daine, seconded by Palm, to Approve the Minutes of the meeting of January 22, 2015. The motion passed by voice vote.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 [32700](#) COMMUNICATIONS

PRESENTATION OF CONSENT AGENDA

At this time, a consent agenda will be moved with the recommendation to approve the following items: #5, 5C, 7, 8A and 9A.

A motion was made by Brassier, seconded by Daine, to Adopt the Consent Agenda. The motion passed by voice vote.

5 [34760](#) HOUSING OPERATIONS MONTHLY REPORT

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

Sariah said that Matt did a wonderful presentation, especially for the new people on the Committee, regarding the voucher program and how things are funded. It spurred a lot of conversation about the project-based vouchers.

Augie said they are reviewing the criteria under which we give out project-based vouchers. The question came up about need so Matt talked about that.

5B [37122](#) **CDA Resolution No. 4118, authorizing the Executive Director to renew expiring contract(s) for the Project-Based Voucher program.**

Augie explained that they are reauthorizing these four agencies to receive their project-based vouchers. Did a short term contract to bring them up to the other project-based voucher partners so they're all in synch (Project Home will expire in January). This will also give them some time to reassess the program to see if they want to make any changes.

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

5C [35136](#) **CDA Resolution No. 4117, authorizing the filing of the final budget for the 2011 Capital Fund Grant.**

6 [35133](#) CDA EXECUTIVE DIRECTOR'S REPORT

Natalie gave her report.

- Closed on property on Broadway. Submitted tax credit application. Accepted concept that we will get a note for \$250,000 which we will get when property is sold or ceases to be used for affordable housing.
- Permanent Supportive Housing (PSH) Phase 1 - Rethke: Our work is diminishing. The Community Development Division is getting funding lined up. County is getting ready to purchase land. Should break ground in April. Done this time next year.
- PSH Phase 2 - Still actively working on it. Tax credit application was submitted. Still in negotiations with adjacent land owner about removing existing easement.
- Madison.com lists that we received \$1M for public housing - that's our capital fund money that we get every year.
- Natalie has been named the Interim Director for the Department of Planning & Community & Economic Development (PCED). Augie will take over the CDA meetings. Matt will handle the Finance and Community Development Subcommittees. Natalie will still handle Village on Park. Matt will have Truax and Mosaic Ridge.

7 [35134](#) Community Development Subcommittee Report

8 [35137](#) Finance Subcommittee Report

Dean gave the Finance Subcommittee report:

- Met on January 6 (minutes attached). Didn't get a quorum for this month.
- Reviewed audit report from 2013.
- Talked about agenda for Finance Subcommittee for next year. Talked about trying to find a third member, someone from outside with financial expertise.

8A [36674](#) 2013 CDA Audit

9 [20808](#) **THE VILLAGE ON PARK**

Natalie said there was nothing new to report.

9A [37114](#) CDA Resolution No. 4119, authorizing the Chair and Executive Director to execute a three-year extension to the lease with Workers' Rights Center, Inc. at The Village on Park.

10 [33361](#) TRUAX PARK REDEVELOPMENT UPDATE

Natalie gave the report on Truax:

- Construction on Phase 2 is continuing, a bit ahead of schedule.
- The 16-unit building has started.
- The 24-unit building has been excavated, foundation poured, precast by end of month.
- The eight-unit building: Looking at starting foundations (slab on grade) in the next month or so.
- The 16-unit should be done in July or August, the 24-unit in September or October and the eight-unit in September or October. Have to be finished by December 31.

10A [37115](#) CDA Resolution No. 4120, authorizing Change Order 001 to the contract by and between Truax Park Development, Phase 2, LLC and McGann Construction, Inc. in an amount of \$212,791.

Natalie said we have a construction contingency of \$350,000. The bid came back \$1M higher than anticipated. 88% of change order of \$212,000 is really difference in what we thought we were going to have in value engineering compared to what we took. Needed more smart side than they thought.

Eliminated elevator, but needed platform lift to take someone to 2nd floor. Less savings than we had imagined. Utilities that weren't right - needed to be readjusted and move, some bad soil, additional fill needed. Add back a little better security, better blinds. Improve end quality of product.

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

11 [27725](#) Review of Strategic Plan

- Natalie said Chairperson Guerra has asked about the Strategic Plan. Did strategic planning in 2012/2013. Never finished discussion on priorities. By May will have another new board member (Ald. From 13th District). Use a meeting after May (June or July) to review strategic plan. Finance Committee will have gone through assets we own.
- Larry thought it was a Good idea.
- Lauren said an overview on economics that new people can understand would be helpful.
- Larry said it should be clearly listed on our asset sheet when we can sell a property.
- Lauren said the economics of Village on Park is important too. Not too detailed before people have a basic understanding.
- Larry said he has concerns about the liquidity at Village on Park and whether we can do anything else. Natalie said there are strategic moves that would increase our liquidity.
- Dean said at the Finance Subcommittee meeting, they talked about a pro forma and what flexibility we have.
- Larry suggested a guidepost, like 4%. Blend of properties that some make more to offset others. Natalie said we did not have that in the Strategic Plan.
- Natalie noted that we don't get paid for the work we do on permanent supportive housing.

12 [31814](#) Review of CDA Work Plan 2014

- Natalie said the 2014 work plan is a starting place for 2015.
- Truax - Phase 2 underway and still working on Phase 3.
- Additional Public Housing Redevelopment: Triangle next undertaking. The Planning Department is looking at the Triangle as well. Bayview has a new Director.
- Revitalize Neighborhoods:
 - Village on Park - Continue to manage that asset. Well leased. Requires long-term thought process.
 - Allied Drive - Sale Center up. Stable base to continue to market lots there.
 - West Broadway - Purchased Monona Shores back from our investor. Affordable housing development next. Hopefully Movin' Out will get credits.
 - Park/Drake - Up and operating.
 - Residential Rehab & Home Purchase Assistance programs - Moved to Community Development Division
 - Tax-Exempt Revenue Bonds - None right now.
- Develop Affordable Housing: Building 60 units, working on 40 more. Mayor has five phases of housing. Phases 1 and 2 are underway.

- Housing Operations:
 - Housing Choice Vouchers - Opened waiting list. Getting utilization back up.
 - Public Housing: Almost 98% occupancy.
 - ROSS Grant Programs - Provide services to residents. Successful program.
 - Section 8 Home Ownership - 32 home owners.
 - Project-Based Vouchers: Helps variety of organizations provide housing.
 - Family Self Sufficiency - Job training and assistance for families.
 - VASH Vouchers - Increased to 132. There are 99 veterans using them so far.
 - Family Unification Program - Helps reunite families.
- Don't see much difference for 2015. Continue this work.
- Lauren said staff did a wonderful job.
- Sariah asked if the asbestos abatement has been completed. Natalie said no, but the air tested every month at The Village on Park. Don't have funding at the moment to fully remediate it. Not an issue until we get a new roof.
- Larry suggested having a column on the left that says what they intend to do.
- Dean asked about the Park/Drake Small Cap TIF program and whether this is off the ground at his point. Matt said it was approved in early fall so we missed the main home buying season. Meeting with neighborhood next week. Marketing kickoff in the next couple of months.
- Dean asked about the housing for homeless adults and whether the plan for five sites. Is that geographically diverse? Natalie said the five-year capital budget has funding for five years and the sites can be anywhere. Matt is working hard at being geographically diverse.
- Natalie said that in Milwaukee, they said every aldermanic district will have affordable housing and the alders are asked to choose a site.
- Larry agrees that five is enough.

13 [36526](#) BUSINESS BY THE COMMISSIONERS

None

14 ADJOURNMENT

A motion was made by Brasser, seconded by Daine, to Adjourn. The motion passed by voice vote. The meeting adjourned at 5:31 p.m.