



City of Madison

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

Meeting Minutes COMMUNITY DEVELOPMENT AUTHORITY

Thursday, June 11, 2020

4:30 PM

Virtual Meeting

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:30pm.
All Board members participated using Zoom.

Present 6 - Sheri Carter, Sariah Daine, Tag Evers, Claude Gilmore, Greg Reed,
and Mary Strickland.

Staff: Matt Wachter, Deborah Rakowski, Lisa Daniels, Bennett Hogendorn,
Adam Pfof, and Kris Koval

1. Approval of the Minutes

A motion was made by Evers, seconded by Reed, to approve the minutes of the
May 26, 2020 meeting. The motion passed by the following vote:

Ayes: Tag Evers; Sheri Carter; Gregory R. Reed; Sariah J. Daine; Mary E.
Strickland and Claude A. Gilmore

2. COMMUNICATIONS

None

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

None

DISCUSSION ITEMS

3. CDA Res # 4393 - Authorizing a lease with Board of Health for Madison and
Dane County on behalf of Public Health - Madison and Dane County for space
in the North Building at the Village on Park for COVID-19 related matters .

A motion was made by Evers, seconded by Strickland, to place on file. The
motion passed by voice vote/other.

Kris Koval, City of Madison Office of Real Estate Services requested this item to
be placed on file, as Public Health is re-evaluating the space.

4. CDA Res # 4395 - Authorizing the Mayor and the City Clerk to execute an amendment to the loan agreement with the CDA to extend the payment deadline until June 1, 2022.
- A motion was made by Strickland, seconded by Carter, to Approve. The motion passed by voice vote/other.**
5. CDA Res. # 4391 - Approving the execution of a Property Management Agreement between the Community Development Authority and Lutheran Social Services of Wisconsin and Upper Michigan, Inc. for services at Revival Ridge Apartments.
- A motion was made by Carter, seconded by Reed, to Approve. The motion passed by voice vote/other.**
6. Report on Housing Authority Operations
- Deb Rakowski reported the following:**
- **Occupancy for April is at 98%.**
 - **12 Mainstream vouchers have been received from HUD (\$121,000 budget authority).**
 - **50% of CDA Staff are teleworking through June, and eventually to return to the office. Equipment purchases will improve current teleworking. Pest control and salt delivery taking place at CDA housing authority properties with a protocol and PPE. There have been a few confirmed cases of COVID-19 with no outbreaks. CDA Maintenance Staff continue to sanitize seven-days a week. A CDA office re-opening plan is being developed. Supplies will need to be ordered (i.e. barriers, hand sanitizer, etc.) There is no date yet from the City of Madison and the CDA will follow local Health Department recommendations and guidelines.**
 - **Six positions have been filled, with some promotions.**
 - **AmeriCorps Vista Volunteer awarded to the CDA. Interviews taking place. Position will concentrate on work associated with the digital divide**
- Matt Wachter reported the following:**
- **The Housing Specialist position has been unfrozen by the Mayor and the CDA will proceed to fill the position.**
7. ELECTION OF OFFICERS WITH ELECTRONIC BALLOTT SYSTEM
- Nomination for Chair - Claude Gilmore: Accepted**
Nomination for Vice Chair - Sariah Daine: Declined.
- Greg Reed: Accepted.
- Claude Gilmore is unanimously approved as CDA Board Chair through a roll-call vote. Greg Reed is unanimously approved as CDA Vice Chair through roll-call vote.**

ADJOURNMENT

The meeting adjourned at 5:31pm by a motion made by Evers, seconded by Daine. The motion passed by voice vote.