



City of Madison

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

Thursday, June 13, 2013

4:30 PM

The Village on Park
2300 S. Park St.

CALL TO ORDER / ROLL CALL

Present: 4 -

Sue Ellingson; Sariah J. Daine; Stuart Levitan and Kelly A. Thompson-Frater

Excused: 3 -

Paul E. Skidmore; Daniel G. Guerra, Jr. and Lauren K. Lofton

1 APPROVAL OF MINUTES: May 9, 2013

A motion was made by Levitan, seconded by Ellingson, to Approve the Minutes of the meeting of May 9, 2013. The motion passed by voice vote.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 [29387](#) COMMUNICATIONS

Olvera said that the Common Council will be commending CDA Staff Sadie Viegas for her actions Monday in preventing a woman from jumping off Monona Terrace.

There was a fire in one of the public housing units. Staff was able to extinguish the fire.

PRESENTATION OF CONSENT AGENDA: (Excluding Items 5, 7, 9, and 11)

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

5 [29695](#) HOUSING OPERATIONS SUBCOMMITTEE REPORT

5A [17719](#) **Housing Operations Monthly Report**

[30739](#)

City Attorney Opinion on Heresay Standards-Public Housing Applicant Denials

Ellingson brought up the conversation at the last meeting regarding heresay when approving the ACOP. Stuart had concerns about the CDA's position on heresay. Asked for City Attorney opinion (please see attached).

Erdman said it's okay to deny an applicant because of a police report. However, if we show up in court, we have to have the police officer there.

A motion was made by Ellingson, seconded by Daine, to Accept. The motion passed by voice vote.

6 [29086](#) Economic Development Status Report

7 [29088](#) Allied Development Subcommittee Report

Erdman stated we didn't have a quorum for the Allied Subcommittee. Revival Ridge audit was on the agenda, including an Ancillary letter from the auditor giving us advice. Because we are holding large reserves at the Bank, we should be performing regular reviews. There were also a couple of points about our management company. There are a series of things we need to follow up on.

Levitan disclosed that he is a member of the Madison Development Corporation and Rich Arneson is Chair.

Thompson-Frater asked why are we keeping that much cash at the bank. Why not put it into a separate account? Erdman responded the bank made a loan to the CDA and we are required to keep our reserves in that bank.

Levitan asked about Mosaic Ridge. Erdman said there is a revised schedule. Matt Wachter will help with this. We are in the process of getting our marketing materials ready. Looking for people to buy homes. Also working on development plan to submit to Council and review by five committees. Also have to move our planning through an SIP process which needs Plan Commission approval. Not building them spec. Will build a home if they sell one. Do outreach in the community first. Contract for home buyer readiness training. Have a selected committee which will help with screening applicants. There are 24 lots, one-third of which are supposed to be sold at 50% below median income. Robust down payment assistance program at the City. Ellingson asked if there were any other single-family homes there. Erdman said there are 4 & 8 units, townhomes, Mosaic Ridge plat, all single-family homes and duplexes. On the other side of the drainageway is Fitchburg, with newly constructed single-family homes. Thompson-Frater said Madison college professors want to build a house for us with their students. It would be energy efficient. Erdman said those are apprenticeship programs and they use environmentally sustainable techniques.

8 [29090](#) Community Development Subcommittee Report

9 [30534](#) 2012 LLC Audits

Erdman said each of these audits have gone to the appropriate subcommittee. Burr Oaks operating extremely well.

Monona Shores - Breaks even on a cash flow basis.

MRCDC - Need to address membership.

Daine asked if we sell Monona Shores, will we lose affordable housing. Erdman said the restriction agreement goes with the property.

Truax: Phase 1 (72 units). Very well occupied. Regulatory agreement with HUD. This property got additional subsidy from HUD that flowed through the east side amp and into this property. Will work like that for the life of the transaction. Not a big money maker, but not a big loser either. Paid off construction loan. Only debt is the affordable trust fund loan.

10 [27930](#) 2013 CDA Meeting Schedule Update

11 **BUSINESS BY COMMISSIONERS**

Ellingson asked about Percy's job. Erdman said Augie Olvera has been approved as the Deputy Director of CDA. For Percy's job, they want to hire someone with a solid real estate background to work with CDA and with Real Estate Services. It's stalled right now at the job description stage.

Levitan said he read in the paper about façade grants including interior work. Erdman said the policy change would have to be approved by the CDA. Erdman said there is a New Health Impact Proposal in the works.

11A Election of CDA Board Chairs and Vice-Chair for the 2013-2014 Term

A motion was made by Levitan, seconded by Ellingson, to elect Thompson-Frater as Chair and Guerra as Vice-Chair. The motion was approved by voice vote.

11B Subcommittee Appointments

Community Development (Developing and financing activities of the CDA) - Guerra (Chair), Lofton and Thompson-Frater

Housing Operations - Deb Zamzow, Chair

Allied - Brassler, Daine, Thompson-Frater (Chair

MRCDC - Thompson-Frater, Chair. Matt Wachter will staff. Levitan is interested in a citizen appointment.

Thompson-Frater asked Levitan to come back for the July CDA meeting.

Levitan said this has been a tremendous opportunity and privilege to serve on this body.

12 ADJOURNMENT

A motion was made by Levitan, seconded by Daine, to Adjourn. The motion passed by voice vote. The meeting adjourned at 5:39 p.m.