



City of Madison

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

Thursday, April 8, 2010

4:30 PM

Triangle-Brittingham
755 Braxton Place

CALL TO ORDER / ROLL CALL

Shimanski welcomed the residents and extended to them the opportunity to comment on any agenda item or any issues or concerns they might wish to share.

Present: 7 -

Julia S. Kerr; Tim Bruer; Kevin M. O'Driscoll; Gregg T. Shimanski; Alice J. Fike; Stuart Levitan and Kelly A. Thompson-Frater

SCHEDULED MEETINGS:

Allied Development Subcommittee: Thurs., April 15, 4:30 p.m., 313 MMB

Community Development Subcommittee: Tues., April 20, Noon, 313 MMB

CDA Special Meeting: Thurs., April 22, 4:30 p.m., 313 MMB

Housing Operations Subcommittee: Wed., May 12, 4:30 p.m., 120 MMB

CDA REGULAR MEETING: Thurs., May 13, 4:30 p.m, 260 MMB

CDA BOARD MEMBERS: If you are unable to attend any of these meetings, please contact Percy Brown at 266-6558 or pbrown@cityofmadison.com

1 APPROVAL OF MINUTES: March 11, 2010

A motion was made by Thompson-Frater, seconded by Fike, to Approve the Minutes. The motion passed by voice vote.

2 PUBLIC COMMENT

Mr. Derrick Williams, 245 South Park Street, registered and wanted to know whether he needed insurance for reserving the community room. Olvera noted that because there had been problems in the past, he wanted Mr. Williams to work in conjunction with the Triangle Community Ministry. This item was referred to the Housing Operations Subcommittee and staff will follow-up with Mr. Williams on this matter.

Mr. Duane Steinhauer, 912 Erin Street, registered and raised a couple of questions: (1) In the response to his question on where the 30 vouchers will come from for the Burr Oaks Senior Housing Project, he was told that the

vouchers would come from persons who may drop out of the Program. (2) In response to his question concerning the Allied easement (see Agenda Item 9a) Marx noted that the owner will be compensated for the easement.

3 COMMUNICATIONS: None

4 HOUSING OPERATIONS SUBCOMMITTEE REPORT

4a [17719](#) Housing Operations Monthly Report

Olvera presented the Housing Operations Report:

- The new Meriter Nurse Program at Romnes Apartments is being well received and utilized by Romnes residents.
- CDA staff is currently working with DCHA, United Way and CAC on the Section 8 Family Self Sufficiency Plan.

Conrad reviewed the Section 8 Utilization Report. He noted that the CDA is picking up 60 additional vouchers with a worth of approximately \$30,000, which had been released by the DCHA. In response to Kerr's question on what we will do with the \$30,000, Olvera stated that it will become part of the Budget Authority, and HUD could possibly take it back.

Levitan asked what operational issue would arise from the 30 vouchers earmarked for the Burr Oaks Senior Housing Project. Olvera noted that we would need to draft a letter of intent to enter into a HAP Agreement. At some point the vouchers would have to be shelved, which will cost around \$250,000 per year in subsidy. The Housing Authority would have to issue an RFP or seek a waiver to assign the vouchers to a designated site. The CDA has made a decision not to issue new vouchers in order to possibly reach a break even goal. It is uncertain as to whether this would get us to the finish line as we are still awaiting HUD's notification of the 2011 allocation. Staff feels comfortable we will have the 30 vouchers on hand by May 2011.

A motion was made by Kerr, seconded by Thompson-Frater, to Accept. The motion passed by voice vote.

4b [17969](#) CDA Amended Resolution No. 2953 - Authorizing the signing of a contract for Community Development Authority - All Sites Mowing - 2010. This line item has been budgeted for and funds are available in the general operating budget.

A motion was made by Levitan, seconded by Thompson-Frater, to Approve. The motion passed by voice vote.

4c [17970](#) CDA Resolution No. 2954 - Authorizing changes to the CDA - Housing Procurement Policy to allow for provisions in the American Reinvestment and Recovery Act.

A motion was made by Bruer, seconded by Fike, to Approve. The motion passed by voice vote.

4d [17971](#) Distribution of draft Section 8 Family Self-Sufficiency Action Plan
Referred to the Housing Operations Subcommittee

5 [17652](#) **ECONOMIC DEVELOPMENT STATUS REPORT**

Brown presented the Economic Development Status Report:

- Monona Shores vacancy at 83%, but with seven approved rentals.
- Retention at Monona Shores continues to be excellent with 79% renewing at the end of March.
- Revival Ridge remains 100% occupied.
- Loan and grant programs are performing very well with no significant loan losses.
- The 11th Annual Homebuyers Fair was a huge success, attracting 530 attendees of which a significant 27% were minorities.

A motion was made by Fike, seconded by Thompson-Frater, to Accept. The motion passed by voice vote.

5a [17370](#) Lake Point Condominiums Update

Brown presented the Lake Point Update:

- One town home sold, bringing the total number of sold units to 30.
- Foot traffic is picking up as weather is getting warmer.
- First-Time Homebuyers Tax Credit expires at end of April (deadline for signed accepted offers, which must close by June 30).

A motion was made by Fike, seconded by Thompson-Frater, to Accept. The motion passed by voice vote.

6 **DETAILED BUSINESS: None**

7 **BUSINESS BY THE COMMISSIONERS**

7a Housing Merger Planning Committee Status Report - March 2010

Final meeting on April 14. Final report is forthcoming.

7b May 27 CDA Special Meeting to discuss ONLY the CDA Draft 2010 Work Plan

Shimanski highlighted the special meeting and stressed that the Work Plan will be the only item taken up.

8 COMMUNITY DEVELOPMENT SUBCOMMITTEE REPORT - March 2010: No report

8a Truax Park Update

Olinger provided the Truax Park Update:

- UDC initial approval of design scheme at last meeting.
- Hope to present revisions at next UDC meeting.
- Yesterday there was a tour of Truax Park with representatives from U.S. Bank, who are interested in participating as a tax credit partner.
- Ongoing communication with HUD on Gap financing.
- If Gap is closed, there will be no need for vouchers.
- Will report back next month on financing plan.
- Goal is to close or start construction in June or July.

8b Truman Olson Update

Matt Mikolajewski from the Economic Development Division provided the Truman Olson Update:

- Army Facility slated to vacate in June of next year.
- Army interested in starting negotiations soon and offered to help push things along with HUD.
- Efforts are underway to resolve issues with HUD on the terms of the CDBG Home Agreement.
- The site plan by Porchlight is still pending.
- Kerr expressed concerns that the project was not moving along fast enough and asked Matt the reasons for the delay. Matt responded by noting that there has been some problems with Porchlight, but he also took some responsibility having to do with his current work load and staff capacity.
- Kerr suggested that Alder Cnare be informed of future meetings.
- As a next step in the process, Matt indicated that he will work with the City Attorney's Office in drafting an agreement within the next 30 days and report back at the May 13 meeting.

Burr Oaks Senior Housing Update

8c [17963](#) CDA Resolution No. 2951, approving the terms of a development contract with Horizon Development Group, Inc. to redevelop CDA-owned

properties, in the Badger-Ann-Park Redevelopment area.

Shimanski reviewed his proposed changes to the Resolution:

- Modify the first WHEREAS on page 2 to read: "Based on the RFP submission and the direction of the CDA, the CDA Chair has negotiated a contract and other development agreements with Developer providing for the construction, financing, management and development of the Project."
- In 1c, line3 of the NOW, THEREFORE, BE IT RESOLVED, delete the word "annual."
- In 1h of the NOW, THEREFORE BE IT RESOLVED, add the wording, "not allocated to the investor member and referenced in i below."
- In 1m of the NOW, THEREFORE, BE TRESOLVED, add the wording: "Developer shall provide property management agreement and residential selection and screening criteria applicable to the property."
- Add a No. N to read: "The CDA will have review and comment opportunity regarding the design, building and finish specifications, development and operating budget and construction contracts."
- Add a No. O to read: "Developer will supply CDA with complete WHEDA Low-Income Housing Tax Credit Application for the Burr Oaks Senior Housing Project."

Levitan stated that he could not support the CDA providing the vouchers for the Project and felt that the CDA was not in a position to promise the vouchers, having yet to receive HUD's notification of the 2011 allocation. Shimanski stated that he was confident that the CDA will have the 30 vouchers on hand by May 2011.

A motion was made by Bruer, seconded by Fike, to Approve with Amendment(s). The motion passed by the following vote:

Ayes: 6 -

Julia S. Kerr; Tim Bruer; Kevin M. O'Driscoll; Gregg T. Shimanski; Alice J. Fike and Kelly A. Thompson-Frater

Noes: 1 -

Stuart Levitan

8d The Villager Update

Bower provided The Villager Update:

- The Atrium is in final stages of completion.
- Library construction is proceeding well.
- Next move is to take down the south building.
- RFP for Wingra possibly on Citgo site.
- Negotiations with Access are ongoing. Plan is to stabilize them in north building.
- Coffee shop and restaurant are priority uses.

Bower also reviewed The Villager Project Budget - Sources and Uses (2008-2112). Total sources \$18,471,166; total uses \$17,115,629; and total costs for Phases A-D is \$6,791,282.

9 ALLIED DEVELOPMENT SUBCOMMITTEE REPORT - March 2010

Thompson-Frater provided a brief report (See April 1, 2010 Allied Development Subcommittee minutes for details).

Allied Drive Phase 2 Update

- 9a [17954](#) CDA Resolution No. 2952, adopting a relocation order to extinguish a perpetual easement for vehicular and pedestrian travel for the purpose of ingress and egress to the rear of a property located at 4706-4710 Crescent Road to facilitate Phase II of the CDA's redevelopment of the Allied Drive Neighborhood.

A motion was made by Bruer, seconded by Fike, to Approve. The motion passed by voice vote.

- 9b [18051](#) RFQ for Design Guidelines, Allied Phase 2

A motion was made by Levitan, seconded by Bruer, to refer to the Allied Development Subcommittee to release and execute contracts. The motion passed by voice vote.

10 ADJOURNMENT

A motion was made by Thompson-Frater, seconded by Bruer, to Adjourn. The motion passed by voice vote.

The meeting adjourned at 6:15 p.m.