



City of Madison

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

Thursday, July 9, 2015

4:30 PM

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

[35867](#)

SCHEDULED MEETINGS:

Special CDA Meeting (if needed): Thurs., July 23, 4:30pm, 313 MMB
Finance Subcommittee: Tues., Aug. 4, 2pm, LL-130 MMB
Community Development Subcommittee: Thurs., Aug. 6, Noon, 313 MMB
Housing Operations Subcommittee: Wed., Aug. 12, 4:30pm, 120 MMB
CDA Regular Meeting: Thurs., Aug. 13, 4:30pm, 260 MMB

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:30 p.m.

Staff Present: Natalie Erdman, Agustin Olvera, Matthew Wachter and Nancy Prusaitis

Present: 7 - Sara Eskrich; Sheri Carter; Daniel G. Guerra, Jr.; Lauren K. Lofton; Sariah J. Daine; Dean Brassler and Kelly A. Thompson-Frater

1 APPROVAL OF MINUTES: June 11, 2015

A motion was made by Guerra, Jr., seconded by Daine, to Approve the Minutes of the meeting of June 11, 2015. The motion passed by voice vote.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 [32700](#) COMMUNICATIONS

4A [39193](#) Memorandum Regarding Landscaping and Maintenance at the Historic Horse Barn (Livery), 200 North Blount Street

Gigi Holland appeared (see attached memo and photos). Thompson-Frater asked her why is she suggesting a professional landscaper. Holland said her main concern is to have something that's easy care, drought resistant and looks nice. Erdman said we could ask Meridian to look into it. Holland said the area gets early morning light and then it's mostly shade for the rest of the day. Three pine trees were planted last August that didn't make it.

Guerra suggested the management company take special attention to these concerns and make a plan of action. The fund raising would have to be private. The Management company is responsible for the upkeep of the facility.

Holland said she wouldn't be here if she hadn't tried to work with the management company already. There needs to be something in their contract.

Thompson-Frater said we need to let Meridian know that this is important. Need to send them a memorandum or something.

Erdman suggested the Board direct staff to address Meridian. This is a request by a concerned neighbor.

Thompson-Frater said we could direct staff to send onto Meridian for them to understand these concerns and do a better job of landscaping.

Guerra said he is concerned about committing to something we can't afford.

Thompson-Frater said staff can bring it back if it's a financial burden.

A motion was made by Thompson-Frater, seconded by Brassier, to direct staff to address Meridian about the landscaping concerns at 200 North Blount Street. The motion passed by voice vote.

PRESENTATION OF CONSENT AGENDA:

At this time, a consent agenda will be moved with the recommendation to approve each item EXCEPT: Items 7A, 7B, 7E, 8B, 9A and 10

A motion was made by Guerra, Jr., seconded by Eskrich, to Adopt the Consent Agenda. The motion passed by voice vote.

5 [34760](#) HOUSING OPERATIONS MONTHLY REPORT

5A [39076](#) CDA Resolution No. 4139, authorizing the execution of a lease with Ryan Bros. Ambulance, Inc. for the use of an apartment unit at Brittingham Apartments, located at 755 Braxton Place, for the purpose of providing health support services for public housing residents.

A motion was made by Guerra, Jr., seconded by Eskrich, to Approve. The motion passed by voice vote.

5B [39134](#) CDA Resolution No. 4138, authorizing the CDA to enter into a lease with Community GroundWorks, Inc. for various community garden sites on CDA-owned land.

A motion was made by Guerra, Jr., seconded by Eskrich, to Approve. The motion passed by voice vote.

6 [33361](#) TRUAX PARK REDEVELOPMENT UPDATE

7 [20808](#) THE VILLAGE ON PARK

Erdman introduced Kris Koval from City of Madison Real Estate Services who will be dealing with The Village on Park issues.

7A [39037](#) CDA Resolution No. 4137, authorizing the eleventh amendment of the contract for property management services at The Village on Park between Siegel Gallagher Management Company and the CDA.

Koval said we are re-engaging Siegel-Gallagher who manages The Village on Park. They have been working hard with existing tenants and getting them to renew. The team decided they earned back that limited scope to lease to existing tenants where there are not fixed options.

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

7B [39168](#) CDA Resolution No. 4140, authority to execute a listing agreement with Kent Yan at Plato Realty to lease the vacant space that is not encumbered with an expansion or renewal option.

Koval said they are proposing a listing agreement with Kent Yan of Plato Commercial Real Estate LLC to lease the vacant space at The Village on Park. He is very enthusiastic about the center and this type of tenancy. He is at the center quite a bit and knows the neighbors. Erdman said the VIP Nails space will be vacant in September (just under 3000 SF). There is also a space in the lower level of the Atrium and one small single office (600 space). Koval said temporary storage is available in the north building, which will eventually be utilized when the asbestos abatement is done.

Thompson-Frater asked why do we have to have two different people. Koval said Siegel-Gallagher does not have a leasing person in town available to handle this project.

Carter asked about the law school's room that's vacant and whether the second level is completely leased. Erdman said there is one space behind public health, but it's unfinished space. It could potentially be leased.

Brasser asked what happened with Siegel-Gallagher? Erdman said there are two types of leasing - existing tenants and vacant space. Siegel-Gallagher's employees that were doing the vacant space left Siegel-Gallagher.

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

7C [39169](#) CDA Resolution No. 4141, authority to spend \$31,475.19 for the installation of the monument sign.

Koval asked that this item be referred to a future meeting. A motion was made by Guerra, seconded by Brasser to refer. The motion passed by voice vote.

7D [39170](#) CDA Resolution No. 4142, authority to spend \$3100 for the removal of the dying tree.

A motion was made by Guerra, Jr., seconded by Eskrich, to Approve. The motion passed by voice vote.

7E [39172](#) CDA Resolution No. 4143, authority to pay Siegel Gallagher for the leasing commissions earned in the amount of \$5,690.13.

Koval said these are payments relating to commissions. Erdman said Siegel-Gallagher were negotiating extensions. They were doing more than was in their management agreement and never received any compensation. They should be appropriately compensated for the deals they had already done.

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

8 MONONA SHORES

8A [39191](#) CDA Resolution No. 4144, approving the forgiveness of an \$80,000 operating deficit loan for Monona Shores.

A motion was made by Guerra, Jr., seconded by Eskrich, to Approve. The motion passed by voice vote.

8B [39192](#) CDA Resolution No. 4145, authorizing the Community Development Authority to enter into an agreement with The Road Home Dane County to provide referrals and case management at Monona Shores.

Wachter said that The Road Home provides case management to homeless families. They asked us about units available for their clients. Monona Shores always runs 5-10% vacancy. It's possible to reserve some units for their referrals - modified screening criteria. We are willing to waive things in their rental history, not criminal records, and offer reduced rents and The Road Home will provide case management for those tenants (three units)

A motion was made by Guerra, Jr., seconded by Eskrich, to Approve. The motion passed by voice vote.

9 [36526](#) BUSINESS BY THE COMMISSIONERS

9A [39141](#) Election of CDA Officers

A motion was made by Thompson-Frater, seconded by Guerra, Jr., to nominate Dean Brasser as Chair and Lauren Lofton as Vice Chair. The motion passed by voice vote.

10 [39174](#) CDA Bus Tour

11 **ADJOURNMENT**

A motion was made by Carter, seconded by Daine, to Adjourn at 7:35 p.m. The motion passed by voice vote.