



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

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Thursday, September 16, 2010

4:30 PM

Madison Municipal Bldg., Rm. 260  
215 Martin Luther King, Jr. Blvd.

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### CALL TO ORDER / ROLL CALL

**Present:** 5 -

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

**Excused:** 2 -

Julia S. Kerr and Tim Bruer

### SCHEDULED MEETINGS

#### 1 APPROVAL OF MINUTES

1a August 12, 2010: <http://legistar.cityofmadison.com/calendar/#current>

**A motion was made by Fike, seconded by Thompson-Frater, to Approve the Minutes with the following correction:**

**Under Closed Session, add in front of the motion to convene into closed session the words "Pursuant to Section 19.85(1)(e), Wisconsin Statutes." The motion passed by voice vote.**

1b August 26, 2010: <http://legistar.cityofmadison.com/calendar/#current>

**A motion was made by Fike, seconded by Thompson-Frater, to Approve the Minutes with the following correction:**

**Under Closed Session, add in front of the motion to convene into closed session the words "Pursuant to Section 19.85(1)(e), Wisconsin Statutes." The motion passed by voice vote.**

#### 2 PUBLIC COMMENT: None

**3 COMMUNICATIONS**

3a Welcome of new CDA Executive Director, Natalie Erdman

Shimanski extended a warm welcome to Natalie Erdman, the new CDA Executive Director.

**4 [19453](#) Presentation by Baker Tilly Virchow Krause, LLP, regarding the 2009 CDA Financial Statements**

**Ms. Renee Meinholz, Senior Manager, Baker Tilly, provided an overview of the financial statements and financial highlights.**

**Baker Tilly has updated the financial statements of the business-type activities, each major fund, and the aggregate remaining fund information of the CDA, which collectively comprise the following financial statements:**

**Statement of Net Assets**

**Statement of Activities**

**Statement of Net Assets - Proprietary Funds**

**Statement of Revenues, Expenses, and Changes in Net Assets - Proprietary Funds**

**Statement of Cash Flows - Proprietary Funds**

**Notes to Financial Statements**

**Based on the auditor's opinion, the books were found to be in good shape.**

**Following discussion, a motion was made by Thompson-Frater, seconded by Fike, to Accept. The motion passed by voice vote.**

**5 [20158](#) Presentation by Lynn Wood, Wood Communications Group, of the research related to the renaming of The Villager**

Ms. Wood made a PowerPoint presentation on her findings and recommendation on renaming of The Villager. Among the highlights of her presentation were:

- An overview
- Statement of objectives
- Process included two focus groups and one-on-one interviews
- To the extent that more research may be desired, she suggested doing additional one-on-one interviews and seeking direction from the Board on a possible tenant survey.
- Positive changes were identified and discussed
- Parking is a challenge
- A Beacon of Hope in the community
- Current name does not reflect the spirit of The Villager
- People identified major attributes such as rich history, tradition, walk ability and central location
- Vision five years down the road
- Two names emerged: Gateway South and The Village on Park and the pros and cons on both names were discussed.

- Suggested announcing name prior to grand opening of Public Library
- Talked about devising a program involving graphic, a dedication ceremony, and logo, with City support.
- Develop long-term communication strategy

FINAL CONSIDERATIONS

- Name change alone is not enough
- Work with the community
- Build relationship with the media to do positive stories
- Increased visibility on positive events in the community
- Come up with a tagline
- Use street light flags, banners and signage to promote new name

Following discussion, a motion was made by O'Driscoll, seconded by Shimanski, to approve the name "The Village on the Park" subject to concurrence by Alder Bruer. The motion passed by voice vote. Shimanski and the other members commended Ms. Wood for her efforts and thanked her for a job well done.

6      [17719](#)      Housing Operations Monthly Report

**A motion was made by Levitan, seconded by Fike, to Accept. The motion passed by voice vote.**

6a      [19852](#)      CDA Resolution No. 2973, authorizing the submission of the required 2011 Annual Agency Plan.

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

6b      [19824](#)      CDA Resolution No. 2980 - Authorizing the signing of a contract for Brittingham Elevator Penthouse and Electrical Upgrades.

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

6c      [19854](#)      CDA Resolution No. 2981, authorizing a one-year extension of the contract with the Mental Health Center of Dane County for services in the Triangle.

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

6d      [19855](#)      CDA Resolution No. 2982, approval for the Executive Director to enter into contract for 24 Project Based Vouchers for the project know as the Truax Park Apartments Redevelopment Project.

**A motion was made by Thompson-Frater, seconded by Levitan, to Approve with the following changes/corrections:**

1. In the resolution title, replace the word "know" with "known."
2. In line two of the introduction, add "including the partial demolition and disposition of 24 units of Low-Rent Public Housing."
3. In the Now, Therefore, Be It Resolved clause, replace the number "26" with the number "24."

The motion passed by voice vote.

7      [17652](#)      **ECONOMIC DEVELOPMENT STATUS REPORT**

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

8      **DETAILED BUSINESS**

8a      [19454](#)      Amended CDA Resolution No. 2974, accepting an Affordable Housing Trust Fund Loan from the City of Madison in the amount of \$1,025,000 for the Truax Park Apartments Project and authorizing the Chair and Executive Director to execute loan documentation as required by the City.

**Landgraf reviewed the terms of the loan as recommended by the CDBG Committee. Lender will talk to investor to determine if there is excess cash flow going back to the CDA to pay down the loan. The receipt of HOPE VI funding could be used to pay down the loan. The CDA is to provide annual update to the City. CDA members recognized the need to have future discussions regarding the idea of taking care of the public housing units before using excess cash to pay down the loan.**

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

8b      [18937](#)      Resolution authorizing the Mayor and City Clerk to execute a Termination of Agreement with Bayview Foundation, Inc. to release the City's future ownership rights in the Bayview Foundation's property located in the Triangle Plat in the City of Madison.

A motion was made by Levitan, seconded by Fike, to refer to the October 14 meeting. The motion passed by voice vote.

9      **BUSINESS BY THE COMMISSIONERS**

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9a      [19819](#)              Housing Merger Planning Committee Final Report

**A motion was made by O'Driscoll, seconded by Levitan, to Accept. The motion passed by voice vote.**

9b      Preliminary 2011 CDA Meeting Schedule

Referred to the October 14 meeting.

9c      [19849](#)              2010 CDA Work Plan

**Brown reviewed the Work Plan, noting that it is to be presented to the Council annually based on the CDA-City Agreement for Services. Levitan reviewed his proposed changes/corrections to the Plan.**

**A motion was made by Levitan, seconded by Fike, to Approve with the following corrections/changes:**

- 1. On Page 2, No. 6, delete the word "Begin" and replace it with the word "oversee."**
- 2. In line 2 under Allied Drive Neighborhood, delete the word "the" in front of "approximately."**
- 3. At the end of the first paragraph under Allied Drive Neighborhood, add the phrase "Project was completed on time and under budget."**
- 4. In the last paragraph under Allied Drive Neighborhood, line 2, after the word "fall" add a new phrase that reads: "approving architectural design guidelines and"**
- 5. On page 4, under the Home Buyer Fair bullet, add at the end of the sentence the phrase "will continue to co-sponsor the Fair in 2010."**

**The motion passed by voice vote.**

**10      ALLIED DEVELOPMENT SUBCOMMITTEE REPORT - August 2010**

Thompson-Frater provided a brief update:

- SIP process is progressing.
- Working on model homes.
- Moving forward on home buyer education.

10a [19966](#) Name of the Allied Drive Phase II Development

There was discussion on naming the plat. Levitan favored the name "Dunn's Marsh Terrace" over the name "Allied Dunn's Marsh" as recommended by the Allied Dunn's Marsh Neighborhood Association. Levitan noted that the CDA had already backed off from renaming Allied Drive. Thompson-Frater felt it was important to go along with the neighborhood, but admitted she was not impressed with any of the names suggested by the neighborhood. Erdman stressed the importance of having the Alder's support. This item was referred.

10b [19440](#) **Allied Design Guidelines**

**A motion was made by Thompson-Frater, seconded by Levitan, to Approve the Design Guidelines subject to minor staff refinement and final approval by the Allied Development Subcommittee. The motion passed by voice vote.**

11 **COMMUNITY DEVELOPMENT SUBCOMMITTEE REPORT - August 2010: No report**

11a Truax Park Update: No report

11b [19957](#) CDA Resolution No. 2984, modifying Resolution No. 2978 to authorize the authority to act as borrower of the Johnson Bank construction loan for the Truax Park Apartments Redevelopment Project.

**A motion was made by O'Driscoll, seconded by Fike, to Approve. The motion passed by voice vote.**

11c [19141](#) **Truman Olson Update**

No report

**THE VILLAGER UPDATE**

11d [19735](#) Substitute CDA Resolution No. 2979, authorizing the execution of a lease with Public Health-Madison and Dane County for space within The Villager.

**A motion was made by Fike, seconded by O'Driscoll, to Approve. The motion passed by voice vote.**

- 11e [19943](#) CDA Resolution No. 2983, authorizing the execution of a lease with Ancora Coffee Roasters, Inc. for retail space within the Atrium at The Villager.

**John Bergh of Siegel-Gallagher appeared before the Board to answer questions. He noted that other menus aside from coffee will be offered and the use will be great for the neighborhood. The CDA commended Mr. Bergh for his good work.**

**A motion was made by Fike, seconded by O'Driscoll, to Approve. The motion passed by voice vote.**

11f **BURR OAKS SENIOR HOUSING UPDATE**

Marx provided the update:

- Demolition is progressing quite well with a completion date of end of September.
- The Badger Trust Lawsuit has been settled.

12 **ADJOURNMENT**

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