



# City of Madison

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

## Meeting Minutes - Approved CDA HOUSING OPERATIONS SUBCOMMITTEE

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Monday, October 7, 2013

3:00 PM

Madison Municipal Building  
215 Martin Luther King, Jr., Boulevard  
Housing Operations Division - Suite 120  
Conference Room (First Floor)

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### 1. CALL TO ORDER / ROLL CALL

Chairperson Zamzow called the meeting to order at 3:00 p.m.

**CDA Staff Present:** Tom Conrad, Lisa Daniels, Sally Jo Hanks, Kaitlyn Kuemmerlein, Augie Olvera, Callie Jo Reyes, Kelley Simonds and Melissa Steinmann

**Present:** 6 -

Sue Ellingson; Sariah J. Daine; Marilyn A. Feil; Jerome Holliday; Paul E. Skidmore and Debbie K. Zamzow

**Absent:** 1 -

Trina Protz

### 2. APPROVAL OF MINUTES

A motion was made by Paul Skidmore, seconded by Jerome Holliday to approve the Minutes of September 9, 2013. The motion passed by voice vote.

### 3. PUBLIC COMMENT / SUGGESTIONS FROM RESIDENT REPRESENTATIVES

Sariah Daine explained that Romnes had their first resident meeting. It was a good turn-out. The meetings will be held every third Sunday starting at 6:30 p.m.

Sue Ellingson suggests Romnes residents should get connected with Chris Brockel at CAC to talk about gardens.

Jerome Holliday reports that he is working with social workers and residents to try and get an alcohol and drug program at the Triangle.

### 4. DISCLOSURES AND RECUSALS

None

### 5. REPORTS

#### 5 a) Housing Operations Monthly Report

Augie Olvera presented Housing Operations Monthly Report. Occupancy rate is currently at 98%.

Tom Conrad reports that we issued 10 S8 vouchers this week. We are working on issuing Family Unification and Veterans vouchers. We are hoping S8 will get back to at least 2012 funding levels. 2013

sequestered funding was lower than 2012 funding level. We are using our S8 reserves for this year and next year. 2015 funding could be problematic. We will need to see what 2014 funding will be to determine whether to grow or shrink the S8 program.

**A motion was made by Skidmore, seconded by Daine, to Approve. The motion passed by voice vote/other.**

**5 b) Capital Improvement - Kelley Simonds**

Kelley Simonds, Capital Fund Manager gave a presentation on Capital Funds and provided a handout "Breakdown of Capital Expenditures for Grant years 2006 through 2010 (spending - 2008 through current)". The efforts we have put into security has made a difference and has lowered our cost for security needs.

**5 c) Triangle Resident Services - Kaitlyn Kummerlein and Callie Jo Reyes**

Kaitlyn Kummerlein and Callie Jo Reyes, the CDA Resident Service Coordinators provided a presentation on coordinated services at the Triangle and a recent conference/training session they attended regarding:

- Adult Bullying
- The Civility Project (community-based effort to encourage better practices of interpersonal communications.)

Kummerlein and Reyes provided case examples of how UW Badger Volunteers, cleaning services, and social workers made a difference and motivated residents to understand the issues and work toward the best outcome. Interns, Debra and John were also introduced to the subcommittee.

**6. NEW BUSINESS**

**6 a) CDA Resolution No. 4039 - Authorizing the submission of documents regarding the 2014 PHA Annual Plan, and the approval of CDA's Housing Operations 2014 budget, as submitted for approval to the Mayor and Common Council, subject to approval and revision by the Common Council and funding appropriations of the U. S. Congress and HUD**

**A motion was made by Holliday, seconded by Daine, to Approve. The motion passed by voice vote/other.**

**6 b) CDA Resolution No. 4040 - Authorizing the execution of a lease with Triangle Community Ministry, Inc. for Unit B101 at Brittingham Apartments for the purpose of providing support services to public housing and neighborhood residents.**

**A motion was made by Daine, seconded by Holliday, to Approve. The motion passed by voice vote/other.**

**7. ADJOURNMENT**

**The Meeting Adjourned at 4:40pm**