



City of Madison

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

Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

Thursday, December 14, 2017

4:30 PM

East Madison Community Center
8 Straubel Ct.

CALL TO ORDER / ROLL CALL

The meeting was Called to Order at 4:36 p.m.

Present: 4 - Sara Eskrich; Daniel G. Guerra, Jr.; Sariah J. Daine and Dean Brassler

Excused: 2 - Sheri Carter and Claude A. Gilmore

Note: Claude Gilmore arrived at 4:47 p.m.

Staff: Tom Conrad, Lisa Daniels, Deb Rakowski, Kris Koval, Jim Nichols, Brian Grady

APPROVAL OF MINUTES

Claude Gilmore asked that a note be added to the initial Roll Call, indicating that he had arrived at 4:47 p.m.

A motion was made by Guerra, Jr., seconded by Daine, to Approve the Minutes of the November 9, 2017, meeting, amended to add a note to the initial Roll Call.

The motion passed by voice vote.

PUBLIC COMMENT

None.

DISCLOSURES AND RECUSALS

Sara Eskrich is a member of the Bayview Foundation Board.

1. [32700](#) COMMUNICATIONS

Tom Conrad reported that HUD had provided a report on their compliance review to us in September, and we have submitted a response. These will be discussed in Item #4 of this Agenda. HUD has not yet responded to the CDA submittal.

2. [35867](#) SCHEDULED MEETINGS

A 2018 meeting schedule was provided.

PRESENTATION OF CONSENT AGENDA

None.

3. [48270](#) Housing Operations Monthly Report-2017

Tom Conrad provided the report. He noted that the Public Housing report has occupancy figures through November; the Section 8 report includes December.

PHAS: Occupancy is down at West. There are now 11 vacancies. 3 are waiting for modernization. For the others, during the past 60 days there have been an unusual number of move-outs, including some evictions. He will be meeting with the West managers on December 15 regarding the vacancies.

Section 8: Guerra asked why we are providing 86 fewer vouchers than in January. Conrad said this was due to uncertainty about 2018 HUD funding.

Claude Gilmore arrived at 4:47 p.m.

Present: 5 - Sara Eskrich; Daniel G. Guerra, Jr.; Sariah J. Daine; Dean Brassler and Claude A. Gilmore

Excused: 1 - Sheri Carter

4. [49819](#) Response to HUD Compliance Review

Tom Conrad went through the summary report of the HUD Compliance Review and described the actions that have been taken to deal with the issues described.

5. [49745](#) CDA Resolution #4246 - Disallowance of claim made by Ger Her, Insurance Claim No. 2017087715

Conrad said this claim was for \$50.00, but was rejected according to WIMMIC policy. The CDA is required to make a formal decision in such cases.

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

6. [49784](#) CDA Resolution #4247 - Authorizing the CDA to approve the 2018 Operating and Capital budget for the Village on Park

Kris Koval presented the Village on Park budget report.

Board members had questions about the figures for funding sources and totals, and asked that the report be clarified.

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

7. [49801](#) CDA Resolution #4249 - Approving a one-year extension of the Property Management Agreement between the CDA and Broihahn Management & Consulting, LLC for the property located at 1-11 Waunona Woods Court.

A motion was made by Guerra, seconded by Daine, to Approve CDA Resolution 4249, with the Amendment that staff will provide an asset management evaluation for this property to the Board at the end of the first quarter of 2018. The motion passed by voice vote.

8. [49802](#) CDA Resolution #4250 - Approving a one-year extension of the Management Agreement between the CDA and Meridian Group, Inc. for the properties located at 612-632 East Dayton Street and 200-210 North Blount Street (aka

CDA 95-1)

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

9. [49803](#)

CDA Resolution #4251 - Authorize the CDA to refinance a loan from Johnson Bank that matures on December 30, 2017 in the amount of approximately \$795, 700 and to take such actions and sign such documents as are necessary to extend the Johnson Bank loan

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

Claude Gilmore requested reconsideration of this Resolution in order to approve the 5-year extension option.

A motion was made by Gilmore, seconded by Guerra, Jr., to Reconsider. The motion passed by voice vote.

A motion was made by Gilmore, seconded by Guerra, Jr., to Approve this Resolution, confirming the 5-year option for the loan agreement. The motion passed by voice vote.

10. [49804](#)

CDA Resolution 4252 - Authorizing the Chair and Secretary of the Community Development Authority ("CDA") to hire Kevin Barney at the law firm of Kutak Rock under a sole source purchase of services agreement to serve as Bond Council for the refinancing of the CDA Taxable Redevelopment Lease Revenue Bonds, Series 1999C (the "Lease Revenue Bonds") issued to finance parking for the Hilton Hotel.

Board members had questions as to why this attorney was chosen, and requested referral to the January 11, 2018 meeting.

A motion was made by Guerra, seconded by Eskrich, to refer to the January 11, 2018 meeting. The motion passed by voice vote.

13. [36526](#)

BUSINESS BY THE COMMISSIONERS

This item was taken out of order.

Board members said the January meeting should include an asset update, and a review of the November 9 Strategic Retreat.

Claude Gilmore left the meeting at 5:53 p.m. A quorum was still present.

Present: 4 - Sara Eskrich; Daniel G. Guerra, Jr.; Sariah J. Daine and Dean Brassler

Excused: 2 - Sheri Carter and Claude A. Gilmore

11. [49805](#)

Imagine Madison

Brian Grady of the City Planning Division gave a presentation on Imagine Madison, the City's Comprehensive Plan project.

He described the many ways in which the project team has gathered public input. Daine said that the Resident Advisory Board (RAB) could connect with the team.

Eskrich said that the CDA could look at this plan for best practices strategy

prioritization.

Guerra said that workforce and economic issues are not dealt with adequately.

12. [35133](#) CDA EXECUTIVE DIRECTOR'S REPORT

None.

ADJOURNMENT

A motion was made by Daine, seconded by Eskrich, to Adjourn. The motion passed by voice vote. The meeting adjourned at 6:20 p.m.