CITY OF MADISON VISION

To be a safe and healthy place to live, work, learn and play.

Citywide Elements:

- 1. Culture & Character: cultural vibrancy & unique character
- 2. Economy & Opportunity: growing economy, equitable education and advancement
- 3. Green & Resilient: parks and recreation, natural resources
- 4. Healthy & Safe City: healthy & safe neighborhoods throughout Madison

- 5. Effective Government: efficient & equitable government operations
- 6. Land Use & Transportation: compact land use, efficient transportation
- 7. Neighborhoods & Housing: complete neighborhoods, housing access

CITY OF MADISON VALUES

The City of Madison has these values:

- Civic Engagement
- Economic Vitality/Prosperity, Social and Economic Innovation, Mobility
- Equity, Inclusion, Social Justice, Diversity, Respect for the Dignity of All People
- Public Safety, Security
- Sustainability

- In order to achieve the values, City of Madison staff will demonstrate the following values everyday:
- Capability, Competence, Continuous Improvement
- Cooperation & Team Work
- Customer Focus
- Fairness, Racial Equity, Social Justice
- Honesty, Integrity, Trust

	City of Madison - Housing Operations Work Plan - General Information												
Agency:	Housing Operations	Status of Work Plan:	Mid-Year Update										
Work Plan Fiscal Year:		Date of Work Plan Update:	7/3/2019										
Work Plan Approver:													
Agency Vision Statement:													
	The mission of the CDA is the same as that of the Department of Housing and Urban Development: To provide social upward mobility to provide families the opportunity to make the transition from subsidized to non-sub-		ditions for low income families and to manage resources efficiently. The CDA promotes personal, economic and										

City of Madison - Housing Operations Work Plan

Focus Area 1: Low-income Public Housing Focus Area 1: Inter-Agency Connections

ID	Description of Work Area	Work Type	Element 1	Element 2	Element 3	Deliverable(s)	Start Date	Due Date	Priority	Status	Staff	Inter-Agency Connections	Inter-Agency Connections
	Hire Modernization Grants Coordinator	New Non-Recurring	Neighborhoods & Housing			1 position hired	Feb-19		High	In Progress & On Track		Human Resources	
	Improve and Maintain Occupancy	Existing Recurring	Neighborhoods & Housing			>98% occupancy	Jan-19		High	In Progress & On Track			
	Triangle resident engagement	New Non-Recurring	Neighborhoods & Housing			Resident engagement report	Apr-19		High	Not Started			
	Resident Organization Development	Existing Recurring	Neighborhoods & Housing			Functioning RO at all three sites that qualify for CDA funding	Jan-19		Mid	Complete			
	Asset repositioning (Triangle)	Existing Non-recurring	Neighborhoods & Housing			Redevelopment plan	Jun-19		Mid	In Planning	Redevelopment Specialist		
	Asset repositioning (Theresa Terrace)	Existing Non-recurring	Neighborhoods & Housing			Disposition	Jun-19		Mid	In Planning	Redevelopment Specialist		
	Asset repositioning (Single Family Section 32)	Existing Non-recurring	Neighborhoods & Housing			Plan approved by SAC and begin sale of selected properties	Jun-19		Mid	In Planning			
	Physical Needs Assessment	Existing Recurring	Neighborhoods & Housing			PNA for selected properties throughout the portfolio	May-19		High	Not Started	Housing Modernization		
	Security Contracting/Triangle Resource Officer	New Non-Recurring	Neighborhoods & Housing			Contractor for East and West sites	Mar-19		High	In Progress & On Track		Human Resources	
	Update Utility Allowance Schedules	Existing Recurring	Neighborhoods & Housing			New UA schedules	Apr-19		Mid	Not Started			
	Re-surface Tenney parking lots	Existing Non-recurring	Neighborhoods & Housing			work bid out and completed in compliance with procurement policy	Jun-19		Mid	Complete	Housing Modernization		
	Over-income implementation	New Recurring	Neighborhoods & Housing			Implement move-out notices for Over- income residents	Apr-19		Mid	In Progress & On Track			
	Address REAC Inspection	Existing Recurring	Neighborhoods & Housing			East and West	Apr-19		High	Complete			
	Implement PHAS Monthly Monitoring	New Recurring	Neighborhoods & Housing			monthly monitoring of factors that HUD uses for annual PHAS score	Apr-19		High	Complete			

City of Madison - Housing Operations Work Plan

Foucs Area 2: Multi-family Housing Foucs Area 2: Inter-Agency Connections

ID	Description of Work Area	Work Type	Element 1	Element 2	Element 3	Deliverable(s)	Start Date	Due Date	Priority	Status	Staff	Inter-Agency Connections	Inter-Agency Connections
						WHEDA contract renewal							
	Renew Karabis annually	Existing Recurring	Neighborhoods & Housing				Jul-19		Mandated	Complete			
						WHEDA contract renewal							
	Renew Parkside annually	Existing Recurring	Neighborhoods & Housing				Jul-19		Mandated	Complete			
						re-surface the lot between Parkside and					Housing		
	Re-surface Parkside parking lot	New Non-Recurring	Neighborhoods & Housing			Asian Foods	Jun-19		Mid	In Progress & On Track	Modernization		
						re-roof the Parkside townhouses					Housing		
	Re-roof Parkside townhouses	New Non-Recurring	Neighborhoods & Housing				Jun-19		Mid	In Progress & On Track	Modernization		

City of Madison - Housing Operations Work Plan

Focus Area 3: Section 8 Vouchers Focus Area 3: Inter-Agency Connections

ID	Description of Work Area	Work Type	Element 1	Element 2	Element 3	Deliverable(s)	Start Date	Due Date	Priority	Status	Staff	Inter-Agency Connections	Inter-Agency Connections
	Renew expiring PBV contract w/Revival Ridge	New Recurring	Neighborhoods & Housing				May-19		High	Complete			
	Apply for shortfall prevention funds	New Non-Recurring	Neighborhoods & Housing			Obtain set aside fuding to prevent shortfall	Jul-19		Mid	Complete			
	Plan to bring FSS program in-house	Existing Non-recurring	Economy & Opportunity			Hire a Family Self-Sufficiency coordinator in house	Sep-19		Low	Cancelled			
	Update utility allowance	Existing Recurring	Neighborhoods & Housing			New UA schedule for 2020	Sep-19	Feb-20	Mandated	Cancelled			
	Lease up Movin Up referrals	New Recurring	Neighborhoods & Housing			10 families admitted to Section 8 program by referral			High	In Progress & On Track			
	Lease up Family Unification referrals	Existing Recurring	Neighborhoods & Housing			90 families using FUP vouchers		Dec-19	Low	In Progress & On Track			
	Lease up VASH	Existing Recurring	Neighborhoods & Housing			200 veterans using VASH vouchers		Dec-19	High	In Progress & On Track			
	Manage Section 8 Voucher Utilization	Existing Recurring	Neighborhoods & Housing			Avg montly utilization of 1725-1750		Dec-19	High	In Progress & On Track			
	Review and impove S8 Homeownership procedures	New Recurring	Neighborhoods & Housing			develop new work flow for Section 8 homeownershipo			Mid	Not Started	Community Development Divi		
	Review and recommend changes to Payment Standards	Existing Recurring	Neighborhoods & Housing			New Payment Standards for 2020		Oct-19	Mandated	Complete			
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City of Madison - Housing Operations Work Plan

Focus Area 4: Administrative Tasks
Focus Area 4: Inter-Agency Connections

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ID	Description of Work Area	Work Type	Element 1	Element 2	Element 3	Deliverable(s)	Start Date	Due Date	Priority	Status	Staff	Inter-Agency Connections	Inter-Agency Connections
						respond to employee survey							
	Employee Survey Action Plan	New Non-Recurring	Effective Government					Apr-19	Mandated	In Planning			
						budget submitted to Finance Department							
	2020 Budget	Existing Recurring	Effective Government					Sep-19	Mandated	In Progress & On Track		Finance	
	2020 Work Plan	Existing Recurring	Effective Government					Dec-19	Mandated	In Progress & On Track			
	2020 Annual Plan and CAP Fund	Existing Recurring	Neighborhoods & Housing					Sep-19	Mandated	In Progress & On Track			
	Reasonable Accomodation and Hearing Examiner												
	position	New Non-Recurring	Neighborhoods & Housing					Apr-19	High	In Planning			
	Annual Staff Retreat	Existing Recurring	Effective Government					Jul-19	Mid	In Planning			
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Focus Area 5: Other Initiatives Focus Area 5: Inter-Agency Connections

ID	Description of Work Area	Work Type	Element 1	Element 2	Element 3	Deliverable(s)	Start Date	Due Date	Priority	Status	Staff	Inter-Agency Connections	Inter-Agency Connections
	Section 3 (promotional campaign)	New Recurring	Economy & Opportunity						High	Not Started			
	Section 3 (compliance)	Existing Recurring	Economy & Opportunity						Mandated	In Progress & On Track			
	Racial Equity and Social Justice Initiative	Existing Recurring	Economy & Opportunity			all staff to complete RESJI trainings			High	In Progress & On Track			
	Neighborhood Resource Teams	Existing Recurring	Economy & Opportunity						High	In Progress & On Track			
	Housing and Health Care	Existing Recurring	Healthy & Safe						High	In Planning			
	Resident Advisory Board (RAB)	Existing Recurring	Neighborhoods & Housing						Mandated	In Planning			
	Review and Update Procurement Policy	New Non-Recurring	Effective Government				Apr-19		High	Complete			
	Start Results Madison Reporting Process	New Recurring	Effective Government						Mid	In Progress & On Track			