



City of Madison

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

Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

Thursday, March 14, 2013

4:30 PM

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

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:37 p.m. by Daniel G. Guerra, Jr.

CDA Staff Present: Percy Brown, Lisa Daniels, Natalie Erdman, Augie Olvera

City Staff Present: Don Marx, Office of Real Estate Services

Strategic Plan Facilitator: Craig Burk, Patina Solutions

Present: 5 -

Sue Ellingson; Daniel G. Guerra, Jr.; Lauren K. Lofton; Sariah J. Daine
and Stuart Levitan

Excused: 2 -

Tim Bruer and Kelly A. Thompson-Frater

1 APPROVAL OF MINUTES

A motion was made by Levitan, seconded by Ellingson, to Approve the Minutes of the meetings of February 14 and February 28, 2013. The motion passed by voice vote/other.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 [29387](#) COMMUNICATIONS

Erdman announced that there will be a celebration of Percy's life-long work on May 16th, from 12:30 p.m. to 3:00 p.m., in Room 260 of the MMB.

PRESENTATION OF CONSENT AGENDA

A motion was made by Levitan, seconded by Daine, to Adopt the Consent Agenda, excluding Items: 5B, 5E, 5F, 9 and 10. The motion passed by voice vote/other.

5 HOUSING OPERATIONS SUBCOMMITTEE REPORT

5A [17719](#) Housing Operations Monthly Report

5B [29401](#) Information on Sequestration and Federal Budget Outlook - Public Housing - Section 8

Olvera stated that there are sufficient reserves in Section 8 and Public Housing for a budget cut in 2013. However, there could be some problems in 2014 if budget cuts continue and we use reserves in 2013. Olvera hopes to get some allocation numbers within the next 30 days. Sequestration is an automatic 5% reduction to budget number, but the issue is that there is no budget amount. There should be another continuing resolution. Based on what HUD is currently funding to us, we are showing a significant loss. HUD does not tell us what we are getting until April or May. So, we operate in the dark until that time. Rarely have they cut back our funding to the point it is now. What is happening in Washington is causing a projected loss in 2013. There have been conservative assumptions from HUD and NAHRO.

Guerra inquired if Olvera will be presenting recommendations in the future and what the concerns are, if the budget does not pass.

Olvera stated that he will present recommendations as soon as he receives information from HUD. According to NAHRO, information should be coming by March 27th and HUD has 60 days to report after Congress budgets.

Ellingson recommends that the CDA publically state what is going to happen.

Erdman stated that the biggest reduction is in Section 8 Housing Assistance Payments. The second most difficult area is the S8 administrative fee, with funding reductions seen last year.

5D [29353](#) CDA Resolution No. 4020, authorizing the Chair and Executive Director to execute an amendment to the lease with Asian Foods, Inc. allowing for a 3-year extension of the lease term for premises located at 301 South Park Street.

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

5E [29398](#) CDA Resolution No. 4021 - Authorizing the Executive Director to renew expiring contract(s) for Project Based Voucher program

Olvera distributed a PBV Contract Acknowledgment Memo (dated March 14, 2013) and inquired as to whether the Board would be interested in receiving acknowledgement.

A motion was made by Levitan, seconded by Daine, to Approve with Amendment(s): to include an acknowledgment as outlined in the March 14, 2013 memo. The motion passed by voice vote/other.

5F [29399](#)

CDA Resolution No. 4022 - Approving the revised Public Housing Admissions and Continued Occupancy Policies (ACOP) found at: <http://www.cityofmadison.com/formshousing/index.htm>

Olvera stated that there was good discussion at the previous Subcommittee meeting with presentations provided by Housing Operations staff. The Assistant City Attorney also spoke on due process.

Ellingson stated that Housing Staff presentations were very enlightening, Heidi Wegleitner had comments, and Marilyn Feil wanted to refer to the next meeting.

Levitan inquired on the following LAW's comments:

2-I.B. Would this be a violation? Could accommodation policy be moved to page 2-5? Daniels stated that there is a direct conflict with HUD regulations.

3-I.C. Who speaks for the family? Olvera stated that the head of household decides and speaks for the family.

3-III.B. "Currently" would not mean 12 months in the context of employment relations. Daniels stated that the policy changed from 24 to 12 months and staff believe that this is an appropriate amount of time as related to illegal drug use, rehabilitation, and relapse. Levitan stated that he does not like the word "currently," but that he could live with it. Olvera stated that "Currently" is HUD language.

13-III.B. Does not believe that a tenant should be responsible for the drug activity of their guest when that activity is engaged in away from the tenant. Some culpability should be considered. Daniels stated that "Guest" is defined in the ACOP as someone staying in the subsidized unit and under the tenant's control.

13-III.D. Should allow for the circumstances when someone is telling the truth and cannot obtain proof of where the culpable household member is now living (i.e. "he left the state and I don't know where he is.") Erdman stated that even with the use of "may," there is some discretion within the document. Residents have grievance rights. Typically, this is when one family member does something wrong and we are to terminate assistance to the family. But, the family says "we kicked him out." Therefore, the family has to provide evidence of that.

Ellingson, Levitan, and Lofton requested a hard copy of the draft ACOP.

A motion was made by Guerra, Jr., seconded by Ellingson, to Refer back to the CDA HOUSING OPERATIONS SUBCOMMITTEE. The motion passed by voice vote/other.

6 [29086](#)

Economic Development Status Report

7 [29088](#)

Allied Development Subcommittee Report

8 [29090](#)

Community Development Subcommittee Report

9 [20808](#)

The Village on Park Update

Erdman distributed a breakdown of tenants and leased space by square footage and provided updates:

- Don Marx is negotiating with Centro Hispano
- Closed on sale of land to Access and will start construction
- Great gratitude to Real Estate office

- Signed a lease with Lane's Bakery
- Parking is tight due to snow piles and construction on the South end. Parking plans include 50 additional spaces, lease at North building to a business that will not need parking, and ramped parking below and on top of the new building
- Parking ratios to be calculated through development

Brown stated that the CDA Board meeting in May will be at the Village on Park.

10 [27725](#)

Strategic Planning

Erdman distributed analysis of SWOT results and a preliminary list of Potential 5 Year Objectives.

Guerra stated that the Potential 5 Year Objectives is a first draft and based on the SWOT analysis discussion.

Discussion on strategic priorities:

- We need a strong base with those parties who influence how we get our work done
- Redevelopment in collaboration with other City support (CD and Planning) with CDA as the lead
- Instrument of the City versus an independent transaction
- We could create awareness
- We could be a data based decision maker
 - Data that allows to avoid 20 year projects
 - Data collection could be more expensive than what it is worth
 - Using data allows for leveraging resources that already exist
 - The City has the data (i.e. neighborhood indicators)
 - The CDA looked at solid data when contemplating Lake Point and Monona Shores
- Keep the grant programs under the CDA
- Redevelop CDA owned property and Increase Supportive Services to Residents Through Partnerships with Service Providers
- Measurements based in evaluation of opportunities - measure outcomes and look at dollars coming in
- Have ability to come in with a strong case with rationale and data to support the case
- How to know what cases to take on and deciding between two projects?
 - Broader based
 - Evaluation of opportunities is based on established policies
 - Policy and concept base versus data driven
- Creating awareness of the CDA and its mission, goals, and objectives is important
 - Make sure that the Division Directors have awareness
- Established policy criteria to evaluate opportunities

Committee agreed to bring back their thoughts on the 5-Year Objectives at the March 28th meeting.

11 **BUSINESS BY COMMISSIONERS**

None

12 **ADJOURNMENT**

A motion was made by Levitan, seconded by Daine, to Adjourn. The motion passed by voice vote/other. The meeting adjourned at 6:04 p.m.