



# City of Madison

City of Madison  
Madison, WI 53703  
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## Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

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Thursday, January 10, 2013

4:30 PM

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

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### SCHEDULED MEETINGS

Executive Subcommittee Meeting: Thurs., Jan. 17, Noon, LL-130  
Community Development Subcommittee: Mon., Feb. 11, Noon, 313 MMB  
Housing Operations Subcommittee: Wed., Feb. 13, 4:30 p.m., 120 MMB  
Allied Development Subcommittee: Tues., Feb. 12: Noon, 313 MMB  
CDA Regular Meeting: Thurs., Feb. 14, 4:30 p.m., 260 MMB  
CDA Special Meeting: Thurs., Jan. 24, 4:30 p.m., 313 MMB

### CALL TO ORDER / ROLL CALL

Chair Thompson-Frater called the meeting to order at 4:30 p.m.

**Staff Present: Natalie Erdman, Percy Brown, Kelley Simonds, Augie Olvera and Don Marx**

**Present: 7 -**

Sue Ellingson; Tim Bruer; Daniel G. Guerra, Jr.; Lauren K. Lofton; Sariah J. Daine; Stuart Levitan and Kelly A. Thompson-Frater

### 1 APPROVAL OF MINUTES

**A motion was made by Guerra, Jr., seconded by Bruer, to Approve the Minutes for the meetings of December 11 and December 13, 2012. The motion passed by voice vote.**

### 2 PUBLIC COMMENT

None

### 3 DISCLOSURES AND RECUSALS

### 4 [25282](#) COMMUNICATIONS

Brown noted the attached Revised 2013 Meeting Schedule.

**PRESENTATION OF CONSENT AGENDA: Items 6, 7 and 8**

**A motion was made by Ellingson, seconded by Daine, to Adopt the Consent Agenda. The motion passed by voice vote.**

Item 5b was taken out of order to accommodate a representative for this item.

5b      [28729](#)

CDA Resolution No. 4015 - Authorizing a contract with the Urban League of Greater Madison for Employment Case Management Services for CDA's Low Rent Public Housing family sites, funded by the Resident Opportunity for Self Sufficiency (RSS) Program

Olvera stated the contract is specifically tied to gaining employment opportunities. Met with CDBG staff and asked about agencies that work in this area. Urban League has a strong program. This will get people enrolled and into a track - medical, service, technology. Agreed on a contract. Provide case management and training through their program and other programs. Good fit.

Thompson-Frater asked how many people this program will serve.

Olvera stated 10 to start with, next year 20, the following year 30. It's a three-year grant.

Levitan asked what the income cutoff for low-rent public housing. Olvera said 80% of Dane County Median Income.

Erdman stated we want residences to have a better quality of life. Urban League as a partner will do outreach to our residents, Apprenticeship and job training type work. Gives people an opportunity to improve their lives.

Mark Richardson, Urban League, registered in support of the resolution and spoke to the Board. Richardson said these are foundations - folks start here, but it's not where they finish. Health care administration, food service, technology. We do the core work. Served 532 adults through that program. 72% completion of work. Job acquisition - 65%. Daine asked if there something in place or funding available for transportation, clothing, and child care. That is critical to it being successful. Olvera stated the CDA can look at bus passes. We can look internally for those type of resources. Child care - can start working with CD Division. Funding is available.

Edward Lee, Urban League, registered in support of the resolution.

Levitan said the Board has not seen the one-year contract. What is in the contract? Olvera said it's the standard contract with scope of services. Specifics about how they will approach it, they will do outreach and work with our staff, do one-on-one contacts, attend meetings. Placement of at least 10 people through the program initially. Levitan stated, in the future, he would like to see the contract before we approve it. Mutually expressed option?

Olvera stated it's mutually agreeable that we would have two one-year options.

Ellingson asked if they are going to target a certain area. Olvera said they are targeting family sized - Baird/Fisher, far west side, Truax, Capital Ave.

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

## 5 HOUSING OPERATIONS SUBCOMMITTEE REPORT

### 5a [17719](#) HOUSING OPERATIONS MONTHLY REPORT

Olvera introduced Kelley Simonds, Capital Funds Program Manager. Erdman stated they have a list of tentative items planned for work in 2013. Olvera mentioned the Green Physical Needs Assessment that will be a requirement.

Simonds says the Green Physical Needs Assessment is very comprehensive. Everything has to have a rated useful life, replacement cost, etc. We're going to put out an RFP for firms that are familiar with this. Olvera said we also need to incorporate an energy audit. Simonds said this is a management tool for housing authorities to use. Olvera said it's a 20-year life cycle. Erdman asked if they have an idea of the cost. Simonds said he talked to one firm (Nehrad) - \$80,000 to \$90,000. It will take at least a couple of months. Daine asked if Focus on Energy or Green Madison can be involved. Simonds said HUD wants this to be done by an entity that's responsible for the whole thing.

Guerra said he is interested in seeing in our portfolio and where we're investing our dollars. Strategic planning objectives, priorities, etc.

Levitan asked about the Demographic stats - African Americans less than 8%. Erdman said Olvera is not qualified to answer that. We don't have any basis for making those connections. Race has nothing to do with our residents. Levitan said he is curious about trend lines. Olvera said they are increasing.

Thompson-Frater said at the last meeting, she asked that Section 8 and public housing figures be separated. Olvera said they are similar. Erdman said Urban League has extensive research on population, employment, etc.

Olvera said they have put their Admissions Policy for Public Housing out for public comment. Will be discussed at Housing Subcommittee.

No complaints with snowfall.

**A motion was made by Levitan, seconded by Lofton, to Accept the Report. Motion passed by voice vote.**

6      [25284](#)      **ECONOMIC DEVELOPMENT STATUS REPORT**

A motion was made by Ellingson, seconded by Daine, to Accept. The motion passed by voice vote.

7      [25285](#)      **ALLIED DEVELOPMENT SUBCOMMITTEE REPORT**

A motion was made by Ellingson, seconded by Daine, to Accept. The motion passed by voice vote.

8      [25286](#)      **COMMUNITY DEVELOPMENT SUBCOMMITTEE REPORT**

A motion was made by Ellingson, seconded by Daine, to Accept As Substituted. The motion passed by voice vote.

9      [20808](#)      **THE VILLAGE ON PARK UPDATE**

Erdman said the Lanes Lease is fully drafted; contractors will do landlord scope of work. Construction on south end of building. Yu Wah will move end of month.

Levitan said it would be helpful to have a comprehensive recap of all tenants, similar to Brown's report.

9a      [28484](#)      CDA Resolution No. 4012, approving the site plan and schematic design for Phase 1 of the Madison Community Health Center, Inc. health care facility to be constructed at The Village on Park.

Marx provided the review. Marx said the Community Development Subcommittee heard a presentation on Monday (drawings attached). There are 3 ½ parking stalls per 1,000 square feet. Construction will start in March. Move in late 2013 or early 2014. Power poles need to be moved underground - MGE, Charter & AT&T. Cost has gone up to \$300,000 because it has to be moved across Park Street. Asking for MG&E for some relief. Soil condition - Proposed to give them \$21,000. We were going to sell them 51,000 SF for \$14/SF. Are selling them 53,000 SF so we won't charge them for extra square footage. Total cost \$167,000 + \$71,000. Asking for \$61,000 from DNR.

Erdman stated we have Common Council approval use \$525,000 from the \$725,000. Matter of setting priorities differently. Moving Access is a key component to unlocking future opportunities.

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

10      [24204](#)      **TRUAX REDEVELOPMENT PHASE II DISCUSSION**

Erdman stated Porchlight, Housing Initiatives, Movin' Out, Tellurian all have built similar housing.

Ellingson said Deb Zamzow talked about funding being tight at 60% AMI. Erdman stated this is not an issue for us. No rental subsidy for her. Residents here get a voucher and we get a subsidy from HUD. Dimension Development is a consultant that is doing the bulk of the tax credit application. Have somebody coming on for new Housing Strategy position. Interviews will be set up soon.

Back on 24th with resolution for application. Looking for tools from CDBG. Would like to see some money from Affordable Housing Trust Fund.

11      **Discussion of loan default by TJ Taylor's One Price Cleaner, Inc.**

Erdman stated this was a Capital Revolving Loan Fund of \$120,000 - failed to make payments on their loan since June. Number of default notices; business closed in December. Equipment, which is our collateral, is in storage and insured. Referred to City Attorney to take appropriate legal action. Refer any questions to the City Attorney's Office. City Attorney will come to a meeting next month to discuss details.

12      **BUSINESS BY COMMISSIONERS**

Thompson-Frater said we should plan on having the next three CDA special meetings.

13      **ADJOURNMENT**

**A motion was made by Bruer, seconded by Guerra, Jr., to Adjourn. The motion passed by voice vote. The meeting adjourned at 5:40 p.m.**