



# City of Madison

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

## Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

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Thursday, September 8, 2011

4:30 PM

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

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### SCHEDULED MEETINGS

Community Development Subcommittee: Tues., Oct. 4, 4:30 PM, 313 MMB  
Allied Development Subcommittee: Mon., Oct. 10, Noon, 313 MMB  
Housing Operations Subcommittee: Wed., Oct. 12, 4:30 PM, 120 MMB  
CDA Regular Meeting: Thurs., Oct. 13, 4:30 PM, 260 MMB  
CDA Special Meeting: Thurs., Oct. 27, 4:30 PM, 313 MMB

### CALL TO ORDER / ROLL CALL

**Present:** 6 -

Ald. Sue Ellingson; Tim Bruer; Daniel G. Guerra, Jr.; Gregg T. Shimanski;  
Alice J. Fike and Kelly A. Thompson-Frater

**Excused:** 1 -

Stuart Levitan

### 1 APPROVAL OF MINUTES

1a August 11, 2011: <http://legistar.cityofmadison.com/calendar/#current>

**A motion was made by Bruer, seconded by Guerra, Jr., to Approve the Minutes with the following correction:**

**Under the Economic Development Status Report, second bullet, "\$29,900" was changed to "\$129,900." The motion passed by voice vote.**

1b August 25, 2011: <http://legistar.cityofmadison.com/calendar/#current>

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

2 PUBLIC COMMENT: None

3 DISCLOSURES AND RECUSALS: None

4      [22059](#)      COMMUNICATIONS

Invitation to Committee Member Training scheduled for September 17 and October 6:

Shimanski noted that the last committee member training he attended was good and urged the new members to attend.

5      [23783](#)      **Presentation by Baker Tilly Virchow Krause, LLP, regarding the CDA Financial Statements, December 31, 2010.**

Tom Scheidegger of Baker Tilly reviewed the Auditors Report and Financial Statements.

- Based on the auditor's opinion, the financial statements ended in conformity with accounting principles generally accepted in the United States of America.

Among the highlights of the Financial Statements are:

- Management discussion and analysis.
- Statement of Net Assets; Total Net Assets \$33,889,558.
- Changes in Net Assets; West Housing Fund is the only Fund with a loss in Net Assets due to \$220,000 of depreciation.
- Statement of Cash Flows.
- Combining Statement of Net Assets.

Shimanski suggested placing the report in PDF on the web site and thanked Tom for coming.

6      [17719](#)      **HOUSING OPERATIONS MONTHLY REPORT**

Olvera reviewed the report:

- Truax renovation proceeding on schedule; fourth building completed with move-ins and work commencing on buildings 5 and 6.
- No word yet on HUD's Public Housing subsidy funding for 2011.
- Awaiting award letter from HUD for 25 additional VASH Vouchers.

A motion was made by Bruer, seconded by Guerra, to Accept the Report. The motion passed by voice vote.

6a      [23810](#)      CDA Resolution No. 3043 - Authorizing the filing of a revised Capital Fund Performance and Evaluation report for year 2009

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

6b      [23811](#)      CDA Resolution No. 3044 - Authorizing the signing of a contract for; 4273 Doncaster and 5530 Marconi Roof Repair and Re-shingle

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

6c      [23812](#)      CDA Resolution No. 3045 - Authorizing a contract with the Mental Health Center of Dane County for Service Coordination in the Triangle

Under the new contract one of the current mental health workers will be let go. Fike expressed support for keeping the current staff. Ellingson raised a question as to whether the person leaving may cause a lack of continuity in the services rendered. Staff did not see this as a problem and was comfortable with the new contract as proposed.

**A motion was made by Bruer, seconded by Thompson-Frater, to Approve. The motion passed by voice vote.**

7      [21255](#)      **ECONOMIC DEVELOPMENT STATUS REPORT**

Brown reviewed the Economic Development Status Report:

- One contract and a scheduled closing for September 23 at Lake Point Condominiums.
- Seasonal turnover brought occupancy at Monona Shores down to 84%.
- Erdman and Brown will meet with Monona Shores on-site management staff on September 16 for its annual review. Bruer asked staff to address the following concerns at the meeting which he has:
  - A problematic tenant
  - Traffic issues as reported by the Waunona Wood Homeowners Association
  - Capital Improvement Plan
  - The amount of time it takes to process a Section 42 tax credit application and how that might impact application withdrawals
- Revival Ridge is 100% occupied. Brown reviewed the turnover report and reasons for leaving prepared by the property management staff. Most of the households leaving were Section 8 Voucher holders. Also, over a third of the households left because they were unhappy with the neighborhood.

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

**8 DETAILED BUSINESS**

**8a [22859](#) Accessible Housing Resolution**

Alder Mark Clear, District 19, introduced the resolution and provided a brief overview of the Commission on People with Disabilities' (CPD) work on this issue. The CPD has determined that 10% of all housing needs to be fully accessible and that changes to building codes are needed to ensure that housing stock keeps up with the needs, and that such changes are more appropriate at the State or Federal levels rather than a local municipality. The resolution requests and encourages the State legislature to modify state building codes with a goal of making 10% of all state housing units fully accessible by 2025. The CDBG Committee has considered the resolution and is recommending approval with the following amendments:

Add the language in quotations to the 'NOW, THEREFORE BE IT RESOLVED' clause: NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Madison requests and encourages "the appropriate state agency/entity" and state legislature to modify state building codes "and advocate to modify the international building code," with a goal of making 10% of all state housing units fully accessible by 2025; and

**A motion was made by Bruer, seconded by Guerra, Jr., to Return to Lead with the Recommendation for approval with the above amendment language as recommended by the CDBG Committee. Sent to the COMMISSION ON PEOPLE WITH DISABILITIES. The motion passed by voice vote.**

**9 BUSINESS BY THE COMMISSIONERS**

**9a [23792](#) Appointment of Directors to the Madison Revitalization and Community Development Corporation (MRCDC)**

The Chair appointed the same current directors to the MRCDC Board for the 2011-2012 term.

**10 [23287](#) CDA EXECUTIVE DIRECTOR'S DISCUSSION**

Erdman reviewed the Director's Report, covering the remaining items on the Agenda. Also, the Minutes of the September 1 Allied Development Subcommittee and the September 6 Joint Community Development and Capital Revolving Fund Subcommittee meetings were distributed. Please see these attached minutes for more details.

**11 [21520](#) ALLIED DEVELOPMENT SUBCOMMITTEE REPORT**

A motion was made by Thompson-Frater, seconded by Guerra, to Approve. The motion passed by voice vote.

**11a Potential joint venture structure for the construction and sale of homes in Mosaic Ridge**

12      [21247](#)                      **COMMUNITY DEVELOPMENT SUBCOMMITTEE REPORT**

A motion was made by Thompson-Frater, seconded by Guerra, to Approve.  
The motion passed by voice vote.

12a     [19136](#)                      **BURR OAKS SENIOR HOUSING UPDATE**

12b     **TRUAX PARK UPDATE**

12c     [23795](#)                      CDA Resolution No. 3046, authorizing the execution of Change Order  
Number 4 to the Contract by and between McGann Construction for  
construction management services for Truax Park Redevelopment, Phase I.

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

12d     [19141](#)                      **TRUMAN OLSON UPDATE**

12e     **BURR OAKS / ANN STREET PHASE 2 UPDATE**

12f     [20808](#)                      **THE VILLAGE ON PARK UPDATE**

12g     **LAKE POINT REDEVELOPMENT DISTRICT**

13      [23793](#)                      **Discussion of Capital Revolving Loan Fund Application to Capital One  
Petroleum, LLC, located at 735 East Washington Avenue**

14      **ADJOURNMENT**

A motion was made by Guerra, Jr., seconded by Bruer, to Adjourn. The motion  
passed by voice vote. The meeting adjourned at 6:10 P.M.