



# City of Madison

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

## Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

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Thursday, May 14, 2015

4:30 PM

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

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[35867](#)

### SCHEDULED MEETINGS:

CDA Special Meeting (if needed): Thurs., May 28, 4:30 pm, LL-130 MMB  
Finance Subcommittee: Tues., June 2, 2pm, LL-130 MMB  
Community Development Subcommittee: Thurs., June 4, Noon, 313 MMB  
Housing Operations Subcommittee: Wed., June 10, 4:30 pm, 120 MMB  
CDA Regular Meeting: Thurs., June 11, 4:30 pm, 260 MMB

### CALL TO ORDER / ROLL CALL

Staff Present: Natalie Erdman, Tom Conrad, Augie Olvera, Nancy Prusaitis & Lnette Rhodes

**Present:** 5 - Sara Eskrich; Sheri Carter; Lauren K. Lofton; Sariah J. Daine and Kelly A. Thompson-Frater

**Absent:** 1 - Daniel G. Guerra, Jr.

**Excused:** 1 - Dean Brasser

### 1 APPROVAL OF MINUTES: April 2, 2015

A motion was made by Thompson-Frater, seconded by Daine, to Approve the Minutes of the meeting of April 2, 2015. The motion passed by voice vote.

### 2 PUBLIC COMMENT

Ms. Muhammad appeared before the Board appealing her decision about losing her Section 8 Voucher. She received a settlement from Walmart. Lost her Section 8 because they thought she had a big lump sum payment that she didn't report. Filed something with IRS to negotiate. EIV report set up through HUD for CDA to agree or disagree about charges. Lt. Governor's Office agreed that EIV report was false. Can't afford to pay rent and utilities.

Daine asked if this was new information since the two court cases. Ms. Muhammad said yes; it was in her tax papers. This settlement shouldn't have been counted as income.

Erdman asked Ms. Muhammad to leave the new info with her. Process is going to hearing examiner, then to Dane County Circuit Court, can appeal Dane County Circuit Court. She was denied. We don't have the right to change those decisions.

**3 DISCLOSURES AND RECUSALS**

None

**4 [32700](#) COMMUNICATIONS**

The two new alders on the Board were introduced, Sheri Carter and Sara Eskrich.

Committee training is available - Roberts Rules of Orders and Ethics.

Matt Wachter and his wife welcomed a baby girl on Tuesday - Simone Evelyn Wachter.

**4A [38329](#) Discussion of Affordable Housing Development on South Broadway**

Erdman said the CDA purchased a property on South Broadway which was under contract with a developer who was going to develop 50 units of affordable housing. Used TIF money for the CDA to buy property so we could keep the TIF District open. Provided option to developer to agree to sell the property to them for a limited amount of money. That developer applied for tax credits, but did not receive the tax credits. They approached us about extending their option to buy the property for a year. They want to apply for HIPPA rounds (affordable housing credits) in July and to apply they need site control. If they don't get credits, they want to reapply for affordable housing money after they have their land use approvals. This Board has the right to extend the option. The development entity is Movin' Out with a partner, Muris, who would help them. They did not score well enough to get the tax credits this round. If they had gotten their Conditional Use permit, they might have done better. Chances to get tax credits in July are not great. Vacant property next to PDQ that Rudebush owns (next to Antlers and PDQ). CDD had committed additional money to support the affordable housing application. CDD would like to incorporate a new community center on Lakepoint. Preliminary discussions have occurred with the director of the existing neighborhood center.

Thompson-Frater asked if we want to talk to other developers before this gets too far down the line. Erdman said we could. Movin' Out scored well in developer quality. Public/private joint venture to build a neighborhood center. Operator would be the same as who is running the center now.

Lofton said she can't weigh in on this because her firm represents Muris.

Carter said her concern is that they missed the deadline before and they don't have high hopes for July. If we go with them, wait until January. Would really like to see a community center there. Need affordable housing also. Probably should go with them.

Thompson-Frater suggested Alder Carter meet with them.

Erdman said she will bring back more details at the next meeting.

**4B**      [38365](#)

City Council Resolution 37816 transferring oversight of various housing lending programs to the Community Development Division

Erdman said this is a Council resolution that passed at the last Council meeting. Was supposed to be referred to CDA, but CDA got missed on this. Contract will come through for CDA's approval, amending it to eliminate the paragraph that says this group oversees.

Linette Rhodes from CDBG appeared. Ms. Rhodes said she spoke with the City Attorney and they recommended not to amend the contract, but leave the contract as is. CDA will still oversee TIF loans - Mansion Hill and Greenbush. Erdman said the CDA does not approve those - those are City programs. Created one lending unit. CDD oversees all of lending programs, which are overseen by CDBG Commission.

Erdman said loans to single-family households with money budgeted through City of Madison. Multiple staff touching the same household. Programs were consolidated to be more friendly to constituents. CDA was only administering half of them. Efficiency move. Trying to clean up loose ends.

Rhodes said it's in the ordinances as well.

**4C**      **Update on tax credit projects**

Erdman said the City of Madison has an affordable housing initiative run out of CDD with assistance from CDBG. There are funding resources from the City Council to encourage the development of 200 units of affordable housing and another 50 units of permanent supportive housing. The City put out an RFP - five proposals, three were deemed acceptable and City committed money to each. Three developments got credits - 250 units of housing (50 units market rate). Tree Lane proposal did not get credits - our intent to resubmit in the next year's round.

- Gorman & Company - 90 units on Union Corners
- Oakbrook Corp - PD & Maple Grove
- Tom Sather - Tennyson Lane on North side

Broadway did not receive tax credits either. CDA does not have active role in ones who received credits.

Daine asked what our role in on Tree Lane. Erdman said it's advisory, assisting with land acquisition, deed restriction, RFP process for developer and service provider, meet weekly with CDD to make developments happen. Adjacent property has indicated they are willing to look at releasing their restriction. In the process of doing a Letter of Intent.

**PRESENTATION OF CONSENT AGENDA:**

At this time, a consent agenda will be moved with the recommendation to approve each item EXCEPT: 5B, 6, 6A, 11, 11A 11B, 12A, 13, 14 and 15

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

5      [34760](#)      HOUSING OPERATIONS MONTHLY REPORT

5A     [29695](#)      Housing Operations Subcommittee Report

5B     [38330](#)      **Program Participant Demographics Report**

See attached housing characteristics of people who are in our program and people who have applied. Olvera said there are 742 units that have public housing. Have other housing that we manage, but what is referred to is multifamily. Get subsidy from HUD for public housing. The multifamily comes through WHEDA. The subsidy we get is based on a formula HUD comes up with - labor, heating, age of building. Not getting sufficient funding, but are able to squeak by. Housing Choice/Section 8 - We get money to pay people's rent (people pay 30% for their rent). 1839 people served last year. Highest provider of housing assistance in the city.

A lot of our people are extremely low income, below 30% of Median Income. A third of the people we serve are working, large # getting pension or SSI. NE: 30% of our residents are elderly.

Average tenant pays \$370.

Characteristics of applicants:

- Average income is lower than program participants

6      [35133](#)      CDA EXECUTIVE DIRECTOR'S REPORT

6A     [38328](#)      Review of CDA's authorization legislation, organizational documents, assets and operations

Erdman provided a PowerPoint presentation to the Board (attached).

Olvera said 98% of our money is Federal money. Don't get much City money.

7      [35134](#)      Community Development Subcommittee Report

8      [35137](#)      Finance Subcommittee Report

9      [25012](#)      MOSAIC RIDGE UPDATE

10      [35665](#)      ALLIED DRIVE UPDATE

11      [33361](#)      TRUAX PARK REDEVELOPMENT UPDATE

Erdman said 40 units of housing is under development on schedule. There are two change orders to our construction contract. 11A is change of time. 11B - \$325,000 contingency. Using contingency to upgrade. Vinyl treads on stairs, luxury vinyl plank in hallways - carpet gets worn out and stained. Aluminum blinds - two" wood blinds will last significantly longer.

Olvera showed sample finish boards of flooring in hallway, kitchen.

11A      [37767](#)      CDA Resolution 4126, authorizing the Change Order 003 to the contract by and between Truax Park Development, Phase 2, LLC and McGann Construction, Inc. in an amount of \$0.

**A motion was made by Daine, seconded by Thompson-Frater, to Approve CDA Resolution No. 4126. The motion passed by voice vote.**

11B      [38396](#)      CDA Resolution No. 4132, authorizing Change Order 004 to the contract by and between Truax Park Development, Phase 2, LLC and McGann Construction, Inc. in an amount of \$43,288.

Thompson-Frater noted that on the AIA document asking for payment, the note says does not include sound mat under gyp crete. Erdman said they aren't doing it because it was determined that we don't need it in the hall. Under gyp crete would not have a sound deadening effect in the hall. Thompson-Frater said she is concerned, especially with children.

Thompson-Frater asked if these changes were approved by an interior design professional, Erdman said they were approved by the design team.

**A motion was made by Thompson-Frater, seconded by Eskrich, to Approve CDA Resolution No. 4132. The motion passed by voice vote.**

12      [20808](#)      THE VILLAGE ON PARK

12A      [35144](#)      CDA Resolution No. 4130, amending CDA Resolution No. 4123, which authorizes a Lease between the CDA and Dane County Parent Council, Inc. (Head Start) for space within The Village on Park.

Thompson-Frater asked if this is here because of the eminent domain clause. Erdman said the Dane County Parent Council wanted to make sure they're not tossed out of the space in case we condemn it. It's not going to happen. Asked them to look for another space, but haven't found anything. Talked to them about helping them find an alternative location. It's in the old north building which is mostly vacant. This is the part of the building that we were talking about demolishing. Very energy inefficient.

**A motion was made by Thompson-Frater, seconded by Daine, to Approve CDA Resolution No. 4130. The motion passed by voice vote.**

12B      [35387](#)      CDA Resolution No. 4131, amending CDA Resolution No. 4129, which authorizes a First Amendment to the Lease between the CDA and the Wisconsin Women's Business Initiative Corporation for space within The Village on Park.

**A motion was made by Daine, seconded by Thompson-Frater, to Approve CDA Resolution No. 4131. The motion passed by voice vote.**

13      [37455](#)      CDA Resolution No. 4124, approving a three-year extension of the management contract with Meridian Group, Inc. at The Reservoir.

**A motion was made by Daine, seconded by Thompson-Frater, to Approve CDA Resolution No. 4124. The motion passed by voice vote.**

14      [36526](#)      BUSINESS BY THE COMMISSIONERS

None

15      **ADJOURNMENT**

**A motion was made by Carter, seconded by Eskrich, to Adjourn. The motion passed by voice vote. The meeting adjourned at 6:08 p.m.**