



City of Madison

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

Thursday, February 9, 2017

4:30 PM

GR27, Central Police District Community Room
210 Martin Luther King, Jr. Blvd.

[35867](#)

SCHEDULED MEETINGS:

Regular CDA Meeting: Thursday, March 9, 4:30 pm, CCB GR-27

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:37.

Present: 5 - Sara Eskrich; Sheri Carter; Daniel G. Guerra, Jr.; Dean Brasser and Claude A. Gilmore

Excused: 2 - Lauren K. Lofton and Sariah J. Daine

Staff Present: Tom Conrad, Natalie Erdman, Kris Koval, Matt Wachter, Abbie Kurtz

1. APPROVAL OF MINUTES

Brasser stated that due to technical difficulties, the January 12, 2017 minutes will be presented at the next meeting.

2. PUBLIC COMMENT

Anne Reynolds (UW Center for Co-ops, advisor to); Allied Drive Co-op Committee: VP Alice Howard, Gloria Farr (co founder), Sina Davis (co founder); Kirsten Moore (Willy St Co-op, mentor to), George Reistad (City of Madison Food Policy Director)

- Reynolds distributes a concept paper; multi use building includes grocery co-op where condos would have been, possible partnership with other orgs, wants to leverage city support
- Howard -would like to continue improving the area; need grocery store and resource center where condos would have been, so whole community can be productive, need help from CDA
- Farr would like resources in the heart of Allied community where condos would have been- wants to partner with CDA re commercial space opportunities, community center (Boys & Girls an option, but can get bumped from, a Co-op Market with community/resource center with computers, etc., wrap around services, any one of these things would help; don't want to compete with other stores; Allied most bussed neighborhood, families have to go on bus for groceries, a basic need, close gas stations' food staples very expensive, and to shop elsewhere inconvenient and expensive, need to own a car, get gas; community suffering; would feed into healthy food Mayor pushing, Allied always missed
- Davis - Allied most children bussed, access to nutritional food a health issue, need CDA to support and "hear the cry" of the children, the parents, the future of Allied Dr
- Moore - Since November 2014, mentoring Allied, market study, Dakota Worldwide, 5 locations tested, 2,000-4,000 sq ft, FoodShare & WIC availability, assortment conventional, nutritious foods - 3 near Verona, one W Verona (Home Depot), 2359 Allied Dr; latter tested most favorable at 2,000 sq ft, total sales volume and per sq ft

3% higher other locations, would draw more people from neighborhood, other locations would need to be larger and draw from outside community; no suitable nutritious options to walk to, a demand from those relying on public transportation; store big enough to have what people want; establish criteria for nutrition needs (outreach to neighborhood) and meet government regulations FoodShare and WIC; owned, staffed, and governed by residents, neighborhood truly own and embrace; example - River West in Milwaukee co-op, started by neighborhood, 20 yrs running, decreased theft in stores, commitment to businesses in community, opportunity to own, work there, determine what sell, stewards for business; in response to Guerra, not a joint venture with Willy St

- Reistad - has support of Mayor and Alder Cheeks based on economic viability of site; Mayor would like CDA to look at putting grocery store there
- Questions from commissioners and board
 - Wachter - **resolutions directing us to build condos, GDP**, so can't negotiate yet; is Board comfortable going down this path, not do housing as directed?
 - Location questioned - what makes Allied location more desirable, and other locations less desirable? (Brasser, Eskrich)
 - Location and amount of residents supporting proposed Allied Dr site questioned
 - If approve Allied site, need to ensure viability; Gilmore - business and neighborhood concept
 - Eskrich - **interested in having conversation, let it come to CDA in formal process**

3. DISCLOSURES AND RECUSALS

Eskrich discloses that she serves on the Board of the Bayview Foundation.

4. [32700](#) COMMUNICATIONS

Erdman apologizes that there are no minutes; Prusaitis now retired was primary, Nichols backup but on medical leave, Kurtz is current primary; will get previous minutes from Nichols.

CONSENT AGENDA

CONSENT AGENDA: Items 5a, 5b, 5c, 5d, 6a, 6d, 8a (6c and 11a pulled off consent agenda at Guerra's request)

A motion was made by Gilmore, seconded by Eskrich, to Adopt the Consent Agenda. The motion passed by voice vote/other.

5. [41675](#) HOUSING OPERATIONS MONTHLY REPORT

Conrad provides update.

- Proposed format for monthly program summary (**next month will bring 2016 financial wrap up**) - asks for comments
- Section 8 - **will report with updated numbers every month with info on Congressional funding of Section 8**
- Causes of attrition - Carter - **requests wait list info**; Guerra - **requests details re end of participation**; Eskrich - **requests inclusion of definitions**; Conrad - **next report will be shorter, a quarter at a time**, so see recent trends
- Public housing - 28 units used for Rapid Rehousing program, offline for public housing, but counted in occupancy rate for HUD report; hopes to get permission to remove from inventory, **will update next month**

- 5a. [46025](#) CDA Resolution No. 4205, authorizing the submission of documents and certifications related to the Low-Rent Public Housing Program Subsidy request and the approval of CDA's Housing Operation 2017 budget.
This item was on the consent agenda.
A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.
- 5b. [46038](#) CDA Resolution No. 4213, disallowance of claim made by Terry Clay, Insurance Claim No. 2016085474.
This item was on the consent agenda.
A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.
- 5c. [46039](#) CDA Resolution No. 4214, disallowance of claim made by Cheryl Elkinton, Insurance Claim No. 2012085250.
This item was on the consent agenda.
A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.
- 5d. [46032](#) CDA Resolution No. 4212, authorizing the submission of the Section 8 Management Assessment Program (SEMAP) Certification, for the year ending December 31, 2016.
This Item was on the consent agenda.
A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.
6. [20808](#) THE VILLAGE ON PARK
- 6a. [46026](#) CDA Resolution No. 4206, authorizing the Chair, Secretary, or the Executive Director of the CDA to execute a lease with the City of Madison for office space at The Village on Park.
This item was on the consent agenda.
A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.
- 6b. [46027](#) CDA Resolution No. 4207, amending the 2017 Capital Budget for the Community Development Authority, and authorizing \$212,000 for incremental costs relating to asbestos abatement work at the Village on Park.
Koval provides update.
Recommends abatement, not encapsulation; abatement costs - take grid out, extra electric work, sprinkler, fire work, HVAC, worth it in long run; encapsulation only 10 yr warrantee, doesn't go away, Cryan from City Eng familiar with processes, doesn't recommend encapsulation; Common Council has to amend their budget to allow; Carter says she is sponsoring it; Guerra - need longer term discussion, invest money with clear strategy; Gilmore - this needs approval now

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

6c. [46028](#)

CDA Resolution No. 4208, authorizing the execution of an amendment to a contract for the purchases of services with the Tilsen Roofing Company, Inc. at The Village on Park.

Koval and Erdman provide update.

Contract with Tilsen in 2011, they started work, asbestos came off underside roof deck into Public Health, suspended work, took time to figure out how to handle asbestos; they will continue roofing work, contract amended to reflect

A motion was made by Eskrich, seconded by Gilmore, to Approve. The motion passed by voice vote/other.

6d. [46029](#)

CDA Resolution 4209, authorizing the assignment of the lease between the CDA and Steven Vo (VIP Nails Salon) to Sang Em Le for a property at 2308 S. Park Street at The Village on Park.

This item was on the consent agenda.

A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.

7. [45642](#)

Park Street Permanent Supported Housing

7a. [46030](#)

CDA Resolution No. 4210, authorizing the Executive Director to enter into a contract for up to thirty (30) Project Based Vouchers for the project known as the Permanent Supportive Housing (Phase 3).

Wachter provides update.

- For homeless, 57 units at **1202 S Park**
- Guerra asks about project based vouchers and project financing; Conrad - began in 2006, 14th project based, RFP in 2005, mostly non-profit partners with small number vouchers, CDA has policy to use project based vouchers for special needs populations; last couple projects involved with homelessness, Rethke, Tree Ln, now Park St; now 20% project based, Congress added 10% bonus to help veterans or homeless; Matt - new, Rethke, 27 regular vouchers planned, those replaced with project based VASH vouchers for veterans; Conrad - consider applying for more VASH vouchers for this development if RFP from Washington; Wachter - see if we could fill them first; Eskrich - how close to %, and **requests project based vs regular vouchers info in Operations Program Report**; Conrad - under 15%

A motion was made by Carter, seconded by Gilmore, to Approve. The motion passed by voice vote/other.

8. MONONA SHORES

8a. [46031](#)

CDA Resolution No. 4211, authorizing the execution of a Property Management Agreement between the CDA and Broihahn Management & Consulting, LLC for the property located at 1-11 Waunona Woods Court.

This item was on the consent agenda.

A motion was made by Gilmore, seconded by Eskrich, to Approve. The motion passed by voice vote/other.

9. [36526](#) BUSINESS BY THE COMMISSIONERS

- Gilmore - have spoken about before, critical for residents to interact with policy makers; timing important, need input before too late in year; Erdman - on our work plan, will figure out timing, address how to reinvigorate residency advisory board
- Guerra - when Village on Park on agenda for longer term disc?; Erdman - work plan to determine 5 year strategy; all year to move agencies out, move to north building, remediate asbestos, put on new roof, bring them back; good time to discuss midyear about 2018, **clear off other items on agenda and take up VOP at CDA meeting**

ADDENDUM

10. [46059](#) CDA Resolution No. 4215, authorizing the CDA to enter into a Purchase and Sale Agreement with CommonBond Communities and/or its assigns for sale of the property located at 7941 Tree Lane in Madison, WI.

Brasser - four employees from CommonBond at meeting to answer questions.

Wachter provides update.

Last fall, entered into P&S with Oakridge Partnership for \$800,000; Phase I environmental study, dry cleaner on site creates potential issues; CommonBond (CB) tax credit application due in March, they need site control by then

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

11. [25012](#) MOSAIC RIDGE UPDATE

11a. [46060](#) CDA Resolution No. 4216, authorizing the CDA to enter into a Purchase and Sale Agreement with Habitat for Humanity at 2427 Allied Drive in Madison WI.

Wachter provides update.

Habitat for Humanity building house now, done in 2018; commitment for 1/3 of houses for people at or below 50% median income, possible with Habitat for Humanity since those homebuyers need significant down payment from City; have two homebuyers categorized under 50%, two unsubsidized market rate transactions buyers

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

12. **ADJOURNMENT**

A motion was made by Carter, seconded by Gilmore, to Adjourn at 6:04. The motion passed by voice vote/other.