



City of Madison

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

Thursday, April 13, 2017

4:30 PM

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

SCHEDULED MEETINGS

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:31 p.m. by Chairperson Dean Brasser.

Present: 4 - Sheri Carter; Sariah J. Daine; Dean Brasser and Claude A. Gilmore

Excused: 2 - Sara Eskrich and Daniel G. Guerra, Jr.

Staff: Natalie Erdman, Kris Koval, Matt Wachter, Tom Conrad, Jim Nichols

1 APPROVAL OF MINUTES

A motion was made by Carter, seconded by Gilmore, to Approve the Minutes of the March 9, 2017 and March 23, 2017, meetings. The motion passed by voice vote.

2 PUBLIC COMMENT

None.

3 DISCLOSURES AND RECUSALS

None.

4 [32700](#) COMMUNICATIONS

None

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Items concerning the Village on Park, #6a and 6b. were taken out of order.

6 VILLAGE ON PARK

- 6a [46756](#) CDA Resolution 4218, Authorizing a space use agreement with Madison Area Technical College for two storage lockers in the north building located at 2202 S. Park Street within The Village on Park

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

Kris Koval explained the purpose of the resolution is to allow MATC to use two storage lockers in the North building. They have no funds available because of their remodeling project, so they are being granted this use for no fee.

Carter asked if there would be access to the atrium from the computer area for MATC students, especially on Sundays. Koval said no, because there are no restrooms in that area. Erdman said that MATC had suggested a reverse card access system, which would prevent people from just wandering around. Koval said she would check on this

6b

46760

Update: Asbestos Remediation, Roof Replacement and Alley Improvements

Kris Koval gave an update on the Village on Park repairs and improvements. Much of the flooding was due to old, undersized piping in the street. The repairs will include upgrading the piping and diverting the water into the State's reservoir. RFP bids are due May 5. The CDA portion, covered by a resolution, is \$181,000. There will be grading water diversion and four drains on the roof to pull the water away.

Gilmore asked if the problem will still exist when the repairs are done. Erdman explained that the water will now drain directly from the roof to the storm sewer, rather than going through the alley. Koval said the next door neighbor is redeveloping and we will ask them to install a curb to stop drainage. This will need to be approved by City Engineering. Erdman said there is a five-foot difference in elevation which has been there for years. Koval said the plan must be approved by Engineering and Planning and will work with them. Carter noted that this will take at least another year.

Koval said we have received a quote from Zander Waterproofing. 90% of the incoming water was due to the placement of four HVAC units on metal decking. It will cost approx. \$50,000 to remove the units, rebuild and seal the decking and reinstall the units. Erdman asked if this could be done with part of the \$181,000 already allocated. Koval said the bids for the rest of the work will come in next month, and if the costs are higher, a new resolution for appropriation will be needed. Koval and Erdman noted that the CDA is only responsible for the issues on its own property, but the City is responsible for the neighboring areas. The City will be supervising the whole project for the larger area, including storm sewers, so coordination will be needed. The City Public Works project will be working in the alley in late August, so the contractors for abatement and roof repair will need to be kept out at that time.

Koval discussed the asbestos abatement calendar. There are six bids involved. Two tenants will be moved to the north building during the repairs. Dane County, is working with the tenants to find out what will need to be moved, but they have not been responsive. They don't think they can make the June 2 move date because of IT issues, so their move date is still not determined.

Koval said bids are due April 24. Six different contracts are involved. Erdman said next month we will know how those bids fit into the budget. The six contracts are for electrical work, abatement work, the HVAC package, ceiling tile, fire sprinklers, and the tenant relocation. Gilmore asked if there is a deadline for the asbestos removal. Erdman said that because the roof needs to be replaced the asbestos abatement project has to be done this year.

Koval said that HeadStart has found a tentative new location and they will move in about six months. She will have a new resolution next month to extend their lease for six months.

Carter asked if the CDA owns property next to the Early Learning Center property. They want to get to their parking using our driveway lot during construction. Erdman said we own half and City Parks owns half. Carter said they will need to use our driveway during construction; Erdman said we can probably give them a short term easement.

5 [41675](#) HOUSING OPERATIONS MONTHLY REPORT

PHAS Scores:

Tom Conrad described the HUD Public Housing Assessment System (PHAS), which grades the CDA's five Asset Management Projects (AMS), including East, West, Triangle, Truax 1 and Truax 2. In 2013 and 2014 the projects did well in all testing areas and had scores of 90. In 2015 the financial score dropped to 80, which is considered substandard. An appeal is in progress for two points. If successful, we will become a "standard performer."

Resident Advisory Board:

Conrad said HUD requires resident input, which had led to the formation of a Resident Advisory Board (RAB). The first RAB meeting will be May 15 at the Triangle. He hopes to have about 10 residents involved, from all of the sites and Section 8. They will discuss an annual plan for 2018. Conrad said that while they are always in close contact with all residents, this will be a formal way to show there has been robust contact with residents.

Gilmore asked if there were bylaws or a particular emphasis for the Board. Conrad there were three things: the annual plan, which requires resident input; updates and changes to the Section 8 administrative plan; and the admissions and occupancy plan. He said two sites have active resident associations and soon there will be a third, at the Triangle.

Erdman said Alder Eskrich has asked that we look at the parts of our plan that potentially make it more difficult for people to participate in our programs.

Terminations:

Explaining Section 8 termination for 2016, Conrad noted that residents were removed for cause or criminal activity less often than has been assumed. 98 people left the Section 8 program last year. Of 36 voluntary withdrawals, 12 went to nursing homes or passed away, 11 were no longer eligible for Section 8, and only 2 withdrew to avoid being evicted.

7 [45009](#) 7941 Tree Lane Update

Matt Wachter reported that the deal for 7941 Tree Lane was finalized, the CDA took ownership on Monday, April 3, and it is up and running. We will find out in a month if Common Bond will get the tax credits they applied for to build mixed-income senior housing on the property. If so, we can sell the property to them in a year. If not, a new application for tax credits can be submitted in December. It is hard to get high scores for senior housing project proposals.

The deed restriction has been removed, and now we can move on developing the property next door, 7933 Tree Lane, which has an April 24 closing.

Carter asked about tree preservation at that site. Wachter said all of the existing trees are invasive species and will be removed and replaced. Also, a large greenway next to the site, currently owned by City Engineering, is also filled with invasive species and would receive similar treatment.

8 [36526](#) BUSINESS BY THE COMMISSIONERS

Gilmore asked when the audit for 2016 would occur. Erdman said that was currently underway, and a report would be provided in July. She also said this is part of the City's audit process.

Gilmore asked about planning a meeting to discuss the long term plans for The Village on Park. Erdman said that would need to be scheduled.

ADJOURNMENT

A motion was made by Daine, seconded by Gilmore, to Adjourn. The motion passed by voice vote and the meeting adjourned at 5:50 p.m..