



City of Madison

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

Thursday, September 28, 2017

10:30 AM

126 S. Hamilton Street
Room 300

*** This meeting was conducted via telephone conference call. ***

CALL TO ORDER / ROLL CALL

The Meeting was Called to Order at 10:31 a.m. by Chairperson Dean Brasser.

Present: Dean Brasser, Sheri Carter, Sariah Daine, Claude Gilmore, Daniel Guerra, Jr.

Excused: Eskrich

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

Note: Brasser was at the meeting site; Carter, Daine, Gilmore and Guerra were present via telephone; staff were at the meeting site except for Conrad, who was present via telephone.

APPROVAL OF MINUTES

A motion was made by Guerra, seconded by Daine, to Approve the Minutes of the August 10, 2017, and August 23, 2017, meetings. The motion was approved by voice vote.

PUBLIC COMMENT

None.

DISCLOSURES AND RECUSALS

Sariah Daine said she would recuse herself from item #4, as she is a member of the Board of Movin' Out.

1. [32700](#)

COMMUNICATIONS

Natalie Erdman announced that Matt Wachter has been hired as the Director of the Office of Real Estate Services, effective immediately, and will leave his current position in CDA Redevelopment. He will continue to work on CDA projects that involve City-owned real estate.

The members of the Board congratulated Matt on his new position and praised the work he has done for the CDA.

DISCUSSION ITEMS

2. [48750](#) CDA Resolution 4241 - Establishing the Payment Standards for the Section 8 Housing Choice Voucher Program

Tom Conrad explained that the payment standards are revised on an annual basis, usually so that they are in the middle of HUD's market range for fair market rents. HUD has recently published new payment standards which put the CDA standards outside of that range. HUD has told him that the CDA standards do not need to be changed immediately, but will need to comply as of January 1, 2018, and changing our standards now to meet HUD's minimum standards will indicate that we are working on this. However, the new standards, which are approx. \$50 higher, will mean the CDA can serve fewer tenants. He says this warrants further discussion, and should be included as part of the goal setting discussion.

It was moved by Guerra, seconded by Carter, to approve Resolution 4241, with further discussion to occur at the next meeting. The motion passed by voice vote.

VILLAGE ON PARK

- 3a. [48736](#) CDA Resolution 4238 - Authorizing the execution of a second amendment to the contract for the purchases of services with Tilsen Roofing at The Village on Park for adding the installation of sky lights in the roof over the second floor of the Atrium.

Koval explained that Tilsen Roofing was already doing the roof tear-off at the Villager, so this amendment to install skylights was well-timed.

Erdman said that Public Health, which uses the space, has repeatedly asked for skylights to be installed, and will pay for the work.

It was moved by Carter, seconded by Daine, to approve CDA Resolution 4238. The motion passed by voice vote.

- 3b. [48737](#) CDA Resolution 4239 - Authorizing the Chair and Executive Director of the CDA to execute a purchase of services contract with the contractor selected via the request for quotations process for carpet replacement work at the Village on Park.

Guerra asked if there was a low-income/minority bidder preference for this project. Erdman explained that there was not because this contract was the result of a standard City bid process and was given to the lowest bidder. This sort of project does not include a minority preference element.

Koval noted that the money for this project is already in the approved 2017 budget.

It was moved by Daine, seconded by Carter, to approve CDA Resolution 4239. The motion passed by voice vote.

- 3c. [48738](#) CDA Resolution 4240 - Authorizing the CDA to enter into a lease with

Commoners for Mike McCabe for office space at The Village on Park.

Koval explained that Mike McCabe is running for Governor, and that this space would be for short-term use, involving three employees working in the evening. There would not be a parking problem. Erdman has previously told Koval that she is concerned that the Dane County Parent Council will ask for a lease extension. She doesn't want these uses to keep the north side of the building open until June, 2018, and suggested the lease extensions options be removed.

It was moved by Guerra, seconded by Daine, to approve CDA Resolution 4240, subject to the removal of the extension options. The motion passed by voice vote.

Daniel G. Guerra, Jr. left the meeting at 10:58 a.m. A quorum was still present.

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

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

3d. [48933](#)

CDA Resolution 4242 - Authorizing a space use agreement with The Mattie Yoakum Project of Art and Music to use a portion of the north building located at 2202 S. Park Street within the Village on Park for the audition and rehearsal of her play called "A Young Mother's Struggle."

Koval explained that Mattie Yokum has written a play, to be performed in January, 2018 at La Follette High School, and wants to rent this space for auditions and rehearsals. Auditions would be open to area high school students. Yokum's stated purpose is to "revive youth, keep them moving, and keep them positive." The rehearsal space would be used only on Friday evenings and Saturday afternoons between October 6 and December 29.

Carter was concerned that they might be using the building at the same time as the McCabe campaign people. Daine said the election activities could be a disruption for play rehearsals.

Koval said McCabe will have to be informed of this.

It was moved by Daine, seconded by Carter, to approve CDA Resolution 4242. The motion passed by voice vote.

4. [48996](#)

CDA Resolution 4243 - Rescinding Resolution 4165 and Authorizing the CDA to transfer to Movin' Out, Inc. and/or its assigns for sale of the property located at 2230 W. Broadway in Madison, WI by Warranty Deed with Reversionary Interest

Wachter explained that there are no real changes related to previous resolutions regarding the project, but there have been some technical clarifications which separate various procedures. The closing will be on September 29, at which time the Buyer will provide payment for the property at 2230 W. Broadway. There will be another closing a week later, when the CDA will provide the Buyer with the loan for the purchase.

A motion was made by Gilmore, seconded by Carter, to approve CDA Resolution 4243. The motion passed by voice vote.

5. [36526](#)

BUSINESS BY THE COMMISSIONERS

A date needs to be set for the goal setting meeting . Erdman will discuss this with Brasser and send out prospective dates to the Board.

Sheri Carter left the meeting at 11:10 a.m. A quorum was no longer present.

Present: 3 - Sariah J. Daine; Dean Brasser and Claude A. Gilmore

Excused: 3 - Sara Eskrich; Sheri Carter and Daniel G. Guerra, Jr.

The meeting was Adjourned at 11:10 a.m.