



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

---

Thursday, November 8, 2018

4:30 PM

215 Martin Luther King, Jr. Blvd.  
Room 111 MMB (Madison Municipal Building)

---

### CALL TO ORDER / ROLL CALL

The meeting was Called to Order at 4:39 p.m by Chaiperson Daniel Guerra.

**Present:** 4 - Allen A. Arntsen; Daniel G. Guerra, Jr.; Sariah J. Daine and Dean Brasser

**Excused:** 2 - Sheri Carter and Claude A. Gilmore

Staff: Natalie Erdman, Adam Pfost, Tom Conrad, Kris Koval, Jim Nichols

### APPROVAL OF MINUTES

On a motion by Dean Brasser, seconded by Allen Arntsen, the Minutes of the October 11, 2018 meeting were approved by voice vote.

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

#### 1. [32700](#) COMMUNICATIONS

Natalie Erdman noted that due to the absence of Sheri Carter and Claude Gilmore, the proposed Village on Park Strategic Assessment discussion would be much shorter than originally planned.

### PRESENTATION OF CONSENT AGENDA

None.

#### 2. [49981](#) Housing Operations Monthly & Quarterly Report - 2018

Tom Conrad reported that for Section 8, there was a continuing trend upwards in the PPY and utilization of vouchers. Over 1700 vouchers are now in use.

#### 3. [53707](#) CDA Resolution # 4300 - Amending CDA Resolution #4294 Authorizing the signing of a contract for Parkside Apartments, Boiler, Domestic Hot Water and Fresh Air System Replacements and Upgrades.

Conrad explained that more money was needed for this project in order to have it completed before the beginning of winter.

**A motion was made by Daine, seconded by Brasser, to Approve. The motion passed by voice vote.**

**Item #5 was taken before Item #4.**

5.        [53706](#)        Report on Triangle-Monona Bay Neighborhood Plan

Linda Horvath of the City Planning Division provided an update on the status of the Triangle-Monona Bay Neighborhood Plan. The draft version should be ready by February or March, and the completed version ready for Common Council approval in April. She described the process and timeline for plan approval, and provided a handout (see attachment, "Path to Completion").

CDA members asked questions of Ms. Horvath and discussed the presentation.

4.        [53708](#)        Review of Bylaws and Other Organizational Documents

Natalie Erdman provided an overview of the CDA's structure, functions and governance.

6.        [53710](#)        Village on Park Strategic Assessment

Dean Brasser reported on the Finance Subcommittee's discussion of the Village on Park at their November 1 meeting. The property is breaking even and is in good financial condition, though there are upcoming tenant issues concerning Madison College and Head Start.

Dan Guerra said they also discussed capital expenses that may be required in the near future.

Erdman outlined the risk status. Head Start currently provides a net positive, but the North building has old equipment and there could be large expenses at any time. Also, Head Start currently has nowhere else to go. MATC will be leaving at the end of 2019, so we need aggressive work to another tenant or tenants.

Guerra said we need more connections with the community. He has talked with several groups, asking:

1. Has the redevelopment of the site met expectations from your organization's perspective?
2. What do you think we have done well, and what would you like to see us do?
3. What do you expect of CDA involvement today and in the future? What role do you see for the CDA at the Village on Park in the next 5--10 years?
4. How can the CDA support your organization and help, and not harm, your efforts?

He said that everyone has mentioned inadequate parking. No one has responded to what would be an ideal tenant.

Daine asked if Head Start could use the MATC space when they have gone. Kris Koval said they are not interested because there is not enough space, and there is not plumbing or bathrooms.

Erdman said that Head Start also needs green space, and the MATC space is in the interior of the building.

The Board discussed tenant possibilities such as retail/commercial, and how the lack of available parking is a problem. They also discussed the current use of the property as a social services center rather than a retail center.

Guerra said the Head Start issues should be discussed at the December meeting. He will also complete his discussions with organizations and put together a report.

7.     [35133](#)           CDA EXECUTIVE DIRECTOR'S REPORT

None.

8.     [35867](#)           SCHEDULED MEETINGS

Jim Nichols said the regular meetings for 2019 are on the second Thursdays at 4:30 p.m., and that Room 111 MMB has been booked for those meeting. The December, 2018 meeting will be in Room GR-27 CCB.

**ADJOURNMENT**

**A motion was made by Arntsen, seconded by Brasser, to Adjourn. The motion passed by voice vote, and the meeting Adjourned at 5:53 p.m.**