



# City of Madison

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

## Meeting Minutes - Draft COMMUNITY DEVELOPMENT AUTHORITY

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Thursday, December 13, 2018

4:30 PM

210 Martin Luther King, Jr. Blvd.  
Room GR-27 (City-County Building)

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### CALL TO ORDER / ROLL CALL

The meeting was Called to Order at 4:32 p.m. by Chairperson Daniel G. Guerra, Jr.

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

**Absent:** 1 - Sheri Carter

**Excused:** 1 - Claude A. Gilmore

Staff: Natalie Erdman, Tom Conrad, Adam Pfost, Lisa Daniels, Katie Staffer, Jim Nichols, Lauren Andersen, Blake Salerno, Kelly Monday

### APPROVAL OF MINUTES

A motion was made by Arntsen, seconded by Daine, to Approve the Minutes of the November 8 and November 14 meetings. The motion passed by voice vote.

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

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

Natalie Erdman announced that Sally Jo Spaeni, Manager at Triangle, is leaving that position and will become Director of the Senior Center.

Erdman said that Gregory Reed will become a member of the CDA Board as of January 8.

Erdman reminded Board members to submit their Statement of Interest forms to the City Clerk.

### PRESENTATION OF CONSENT AGENDA

None.

#### 2. [54081](#) Draft 2019 Meeting Map

Adam Pfof presented the planned schedule for the CDA in 2019, as shown in the handout. This plan is intended to help the Board move forward with priorities and sync with the Finance subcommittee. The plan can be revised as needed throughout the year.

**Sheri Carter arrived at 5:40 p.m.**

**Present:** 5 - Allen A. Arntsen; Sheri Carter; Daniel G. Guerra, Jr.; Sariah J. Daine and Dean Brasser

**Excused:** 1 - Claude A. Gilmore

3. [49981](#)

Housing Operations Monthly & Quarterly Report - 2018

a. Public Housing: Tom Conrad presented the monthly report. He said there have been an unusual number of move-outs and a resulting unacceptable number of vacancies at the Triangle. They will be concentrating on fixing this problem.

b. Section 8: Conrad said the PUPM is up to \$663 per month, and the number of vouchers used has increased to 1723. The increased payment standard from earlier in 2018 has now taken full effect, and 1700 - 1723 vouchers are expected to be used in 2019. Similar good, federal funding is expected.

c. Triangle Brine: Lauren Andersen, the new manager at the Triangle, gave a presentation on their recent Road Salt Reduction Project. Using a grant of \$53,000 from the Madison Metro Sewerage District (MMSD) they bought and implemented new equipment to distribute salt after snow events. This will result in significant savings, a large reduction in the amount of salt used, and benefit the local environment.

4. [54065](#)

CDA Resolution # 4302 - Authorizing the Mayor and the City Clerk to execute an amendment to the loan agreement with the CDA to extend the payment deadline until June 1, 2020.

Lisa Daniels explained the need for extension of this loan.

**A motion was made by Arntsen, seconded by Carter, to Approve. The motion passed by voice vote.**

5. [54074](#)

CDA Resolution # 4306 - Authorizing the CDA to approve the 2019 Operating and Capital Budget for Burr Oaks Senior Housing

**A motion was made by Arntsen, seconded by Carter, to Approve. The motion passed by voice vote.**

**VILLAGE ON PARK**

6. [54044](#)

CDA Resolution # 4305 - Authorizing the CDA to approve the 2019 Operating Budget for the Village on Park, and amending the Capital Budget.

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

7. [54042](#)

CDA Resolution # 4303 - Authorizing a temporary space use agreement with

The County of Dane for office space in the North Building at the Village on Park.

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

8. [54043](#) CDA Resolution # 4304 - Authorizing the execution of a first amendment to the lease with Villager Sports Town Corporation for retail space at the Village on Park.

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

9. [54082](#) Village on Park Planning Process

Adam Pfof gave a presentation on City plans that affect the South Park Street area, and how CDA plans for the Village can and will be related to City plans. Board members asked questions and discussed the Village, its relationship to the community, and the CDA's responsibilities and priorities.

10. [35133](#) CDA EXECUTIVE DIRECTOR'S REPORT

Erdman said construction of two houses in Mosaic Ridge are nearing completion, and have buyers, both of whom are Section 8 buyers.

11. [35867](#) SCHEDULED MEETINGS

12. [36526](#) BUSINESS BY THE COMMISSIONERS

None.

## ADJOURNMENT